

City of White Sulphur Springs

The regular meeting of the City Council was held on September 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
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

1. June 21st Meeting – Regular Session and Work Session
Possible Motion: Move to Accept Minutes as presented or as amended.
Not ready yet.
2. July 5th Meeting – Regular Session
Possible Motion: Move to Accept Minutes as presented or as amended
Not ready yet.
3. August 1st Meeting – Regular Session
Possible Motion: Move to Accept Minutes as presented or as amended
Not enough time for Council to review.
4. August 16th Meeting – Regular Session and Work Session
Possible Motion: Move to Accept Minutes as presented or as amended.
Not enough time for Council to review.
5. August 23rd Meeting – Special City Council Session
Possible Motion: Move to Accept Minutes as presented or as amended
Pattie Berg motioned to approve the minutes as amended. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

F. Receive/Accept Reports

1. Sheriff's Report – Sheriff Jon Lopp
The Council reviewed the Meagher County Sheriff's Office complaint report for the month of August.
2. City Court Report – City Judge Lori Sorenson
Judge Sorenson handed out the White Sulphur Springs City Court Monthly Activity for August for Citations (issued/disposed) and Case Statistics. City Court Activities have increased with more involved cases Judge Sorenson has been a bit overloaded to try and get through everything in the three days (16 hours a week), with the Sheriff's Department being fully staffed with Deputies and a K-9 and not having a local Highway Patrolman since 2019 has increased activities. The City Judge hours will need to be changed to be able to keep up with the extra hours needed and be compensated.
3. Fire Department Report - City Fire Chief Sam Peeler – none.

4. City Engineer's Report

Craig Erickson reported to the Mayor about a PASER-Asphalt Study (evaluation of gravel/asphalt roadways) to analysis the City streets for approximately \$7,500 and would use a portion on the PER and CIP funds budgeted to cover this cost.

5. Public Work's Report - City Public Works Supervisor Rocky Vinton

Public Work's Supervisor, Rocky Vinton, reported that the City Crew plans on starting the grinding on streets. In the morning the City Crew will jet out a sewer line. The thunderstorms during the week of August 22-26 had possibly shorted out the well#2 pump and melted the lines coming in from the pole. The well #2 pump should be arriving from UPS tomorrow. Western Water Wells in Helena will come up and install the well pump and then the electrician, Brian Fisher, will install the electricity and the Scada contractor, M.E.T will review and try to find out what happened and determinate what caused the problems that led to the well pump failure. The City will submit a claim to MMIA insurance. Willow Creek's turbidity goes down to .87 then goes back up to 2.0, DEQ says that they would like it under 1.0, so the water system's Sand Filter is not running right now. The City Crew will put more sand in the Sand Filter in the Fall in hopes that this helps with the turbidity issues.

6. Animal Control Report – Marc Pryor

Marc Pryor, said that he would like to thank Daryl Mesecher, Rick Ellison, Robert Thompson, Ron Coleman, and the Local Veterinary Mandy Britt for donating/helping with the 16 dogs and 2 cats since August 21st. Mandy Britt is taking care of the one of the female dogs, the mama dog and six puppies. Mandy Britt is going to give a reduced charge of approximately \$400 for the care of the animals. One of the male dogs had been injured and is limping, this would be an additional cost. Once the owner releases ownership of the animals then the animals can be adopted out. There have been a few citations here and there for loose dogs.

7. Parks Committee Report – Pattie Berg

Pattie Berg said that the next Parks Advisory Committee will be meeting September 15th.

8. Library Report – Rachel Wahlstrom

Rachel Wahlstrom said that the library does not do any programs in August. Storytime, Preschool, and monthly Colony visits are starting back up.

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

1. Revised Resolution # 2022-8: Pit Meters

Discussion and/or Action

Continued from August 1 discussion and August 16 meeting. Consider Revised Resolution 2022-8 to affect the replacement of identified water meters housed in below-ground chambers or pits to finish the exchange of old water meters for the new system meters: purchase the pit chambers and supplying the new meters for owners of each identified property to install.

Accept Public Comment

Possible Motion: Motion to approve Revised Resolution 2022-8 as presented or as amended.

Resolution #2022-8 revised, a Resolution of the City of White Sulphur Springs, Montana, to order and replace incompatible pit meters at partial City expense and authorizing expenditure for such replacement. The City discussed providing pit meters and pits for the remaining customers that still need to replace from the older Master Meter style to the new Neptune pit meter and pit within 180 days to comply with the changeout of the meter. Lee Blanchard motioned to approve Resolution #2022-8 as amended. Rick Ellison seconded the motion. All said Aye. Motion carried and passed.

2. RFP/RFQ for Auditor - Appointment

Discussion and/or Action

Mayor and Council to discuss submissions, if any, for City Auditor under the RFP/RFQ and Strom & Associates proposed continuation contract. Mayor to appoint City Auditor for 3-year term with consent of Council.

Accept Public Comment

Possible motion: Move to approve Mayor's appointment of _____ as City Auditor for 3-year term.

The City did not receive any RFP/RPQ for Auditor services for the City for a 2-4 year period. The Mayor recommended to renew the current Auditor for the fiscal years ending in June 30, 2022 \$12,200, June 30, 2023 \$12,200, June 30, 2024 \$12,200 if they will still honor it. Lee Blanchard motioned to approve the Mayor's appointment of Strom & Associates as City Auditor for 3-year term. Pattie Berg seconded the motion. All said Aye. Motion carried and passed.

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

1. Resolution #2022-9: Final Budget Adoption

Discussion and/or Action

Final discussion and review of the 2022-2023 Proposed Budget as contained in Resolution 2022-9. Consider any final alterations.

Accept Public Comment

Possible Motion: Move to Approve the 2022-2023 Final Budget as proposed or as amended.

The Mayor reported a last minute \$7,800 budget change in the General fund and increased the reserves due to a review by the auditor assisting the year end closing. Pattie Berg brought up a discussion about audit of procedures and that they protect the Council Members from being financially responsible for budget overages and discussed the cost to do a RFP to audit the internal controls and where the funding (\$10,000-\$11,000) would come from the Financial Services account. The Mayor said that there is not enough funds in that account to fund it. The Clerk-Treasurer, Michelle Stidham, said that Chet McLean, CPA, PC from Local Government Accounting and Auditing was so helpful and answered questions that there were to make sure that the last three years of audit findings would not be repeated. Chet McLean did the year end closing this year and will make sure that the cash reserve limitations are in compliance and that the AFR is done right. Pattie Berg brought up a discussion on the City Attorney professional services increased significantly. The Mayor said that the Attorney account expenditures last year was budgeted at \$36,000 and the actual expenses were \$43,068 so this budget will need to be increased accordingly. The Mayor said that the Cola (Cost of Living Adjustment) Wage Increase this year was 5.9% and he proposed the employee wages for a 5% raise and next year it is supposed to increase to 9.6%. Pattie Berg brought up to give the City employees a lump sum payment in place of a raise this year and not a compounding increase, this would save the City money over the next ten years by limiting the hourly wages during high inflation years. Some of the other Council Members had concerns that a lump sum payment would be highly taxed (24%) and potential impacts on the City employees. The Rotary Club donated \$3,000 to McStravick Park for the pickle ball court. The Mayor asked if there was a motion to approve the proposed budget. Lee Blanchard motioned to approve the 2022-2023 Budget as amended. Ron Coleman seconded the motion. Rick Ellison said Aye. Ron Coleman said Aye. Lee Blanchard said Aye. The Mayor asked if any opposed. Pattie Berg said Aye. Motion carried and passed.

2. Authorize Call for Bids: City Shop building

Discussion and/or Action

Discuss needs for expansion of City Shop building. Authorize Mayor to issue Call for Bids for project and agree on preliminary budget parameters for project in accordance with approved 2022-2023 Budget.

Accept Public Comment

Possible Motion: Move to authorize Mayor to issue Call for Bids for expansion of City Shop building based on discussion.

The Mayor said that they have been working on a rough draft plan/specs for a 40X60 or a 40X80 addition to the existing City Shop Building space with three bays where equipment could be kept during the cold weather. This will be tabled until the next meeting to gather more information and finalize the plan/specs and hopefully get it built this year still.

I. Comments/Discussion

1. Future Business

2. Mayor's Comments—Rick Nelson

The next meeting will be Monday September 19th at 6:00 pm. Street paving plan with the City Crew and Contractor will begin later this month. The Mayor spoke with the County Commissioners, Dayna Ogle, and Craig Erickson about the County ARPA Minimum Allocation funds (\$433,287) part of this will be used with the Martindales' project (\$300,000) and by Resolution the City (\$133,287) to be used to help fund the Phase III Water Main Transmission Project (approximately 1.3 – 1.5 million dollar project). The Mayor and Susan Wordal had a discussion about what the definition of an individual dwelling in regards to water lines in the ordinance code book 8.1.28. Susan Wordal will clarify the language and it will be discussed to be able to handle a variance request at the next meeting. The Paving Contractor will be here on the 19th to pave the water project on Lincoln St. (water project contract), the Tintina two houses street (Tintina contracted), 5th Main to Lincoln, 5th Main-Hampton, 2nd Main-Houston, 1st Main-Houston, and then Houston-1st/2nd. The cost for the City will be approximately \$52,000. The City Crew will start to grind the streets to prep the work for the paving contractor.

3. Council Comments/Discussion

- a. President of the Council—Pattie Berg
- b. Council Member—Ron Coleman
- c. Council Member—Rick Ellison
- d. Council Member—Lee Blanchard

J. Claims Signing/Motion to Approve the Bills

Pay the Bills

Claim Check #'s 18724-18772 August 1, 2022 thru August 31, 2022 for \$294,410.63

Payroll Check #'s 9152-9182 for \$29,839.55

Electronic Checks for \$7,618.72

Accounting Journal Vouchers 2241-2288 July 1, 2022 thru July 31, 2022 for \$9,435.31


Utility Billing System Adjustments \$323.80 July 1, 2022 thru July 31, 2022

Utility Billing System Adjustments \$-394.22 August 1, 2022 thru August 31, 2022

July 1, 2022 thru July 31, 2022 and August 1, 2022 thru August 31, 2022 were presented for Council's approval. The Mayor and Council received the Pay the Bills and the monthly July 1, 2022 thru July 31, 2022 Budget Expenditures/Revenues. The Mayor asked if there is a motion to pay the bills. Rick Ellison motioned to pay the bills as presented. Pattie Berg 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. Lee Blanchard motioned to adjourn the meeting. Ron Coleman seconded the motion. All said Aye. Meeting adjourned at 9:00 pm.


Michelle Stidham—Clerk-Treasurer


Mayor – Rick Nelson