

The regular meeting of the Town Council was held September 13, 2021 in the Council Chambers at 7:30 pm. A review of claims took place at 7:00 pm.

Mayor Roni Phillips

Councilors: Thomas McCloskey, Kelly Dillon, Shirley Iwata, David Hubler, Richard Lewis

Clerk Brenda Schneider

Rodney Goins, Public Works Superintendent

Steve Temple, Fire Chief

Jim Morton, District XI Human Resource Council, Andrew Chanania, North Fork Development

Citizens: Sherry Goins, Drew Hanson

Absent Councilor Bonnie Fuller

There being a quorum present Roni Phillips, Mayor, called the meeting to order. Roni Phillips Mayor, asked for additions/corrections to the minutes of the August 9, 2021 regular meeting. Shirley Iwata made a motion to approve the minutes of the August 9, 2021 regular meeting; Kelly Dillon seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye.

CORRESPONDENCE None

PUBLIC COMMENT None

COUNCIL REPORTS

Richard Lewis read the August Animal report. No animal issues to report at this time.

Roni Phillips read the August Sewer report. All routine sampling and testing are completed. Staff conducted 12 locate requests for the month. Staff continues to work with engineer Chris Hayes on several different areas of the sewer project. The Clerk reported that the Town will be awarded the Minimum \$197,163 and \$2,000,000 ARPA Competitive Grant. The state advisory committee has recommended to the Governor that the top 74 applications be awarded \$2,000,000. There were 243 applications the Town of Superior ranked Number 30. Discussed breaking the sewer project into phases. The first phase will be the Sewer Lagoons-removing the sludge, new liner, new aeration system, new blowers, new curtain in the second lagoon. enlarge the blower building. The second phase will be the headworks. The clerk reviewed the various grants that will be applied for the second phase. M.E.T. plans to be here next week to begin the installation process of the new telemetry equipment at the sewer lift stations. The bulbs were replaced in the UV building per state requirements. All are back in good working order for another 12,000 hours. Fall sewer flushing will commence soon and will include the usual hot spots around town.

Shirley Iwata read the August Court report. 12 Initial appearances, 6 omnibus hearings, and 3 status hearings. 1 Deferred imposition of sentence, 3 dismissed by Court, 9 guilty.

Kelly Dillon read the August Streets report. 5th avenue east was patched after a service line replacement required the asphalt to be cut. The paving project around the hospital and Brooklyn Avenue has been completed. The Clerk reported that the Town is receiving some 50/50 sidewalk project applications. The first 50/50 sidewalk project was completed this past week at 623 4th Ave E.

Thomas McCloskey read the August Parks report. The skate park work is progressing nicely. Staff has been assisting Evergreen skate parks with dirt hauling and other basic needs. More temporary

fencing was needed to secure the boundary area during construction. Grizzly fence was able to deliver the necessary panels and they were installed around the skate park. Dan is doing a great job with park maintenance. Staff began the necessary corrections to the irrigation system around the skate park. Main lines were capped to allow the rest of the park to continue to be watered. The plans are in place to install new irrigation components around the new skate park and it's landscaping. The Clerk reported that Mountain West Cooperative recently changed how they customers purchase fuel using fuel cards. The old fuel cards quit working. The Town applied in July for the fleet cards, but still have not received them yet. Mountain West Cooperative sent the Town Gift cards to help with the gap but everyone is uncomfortable using the gift cards due to accountability or if a fuel purchase goes over the gift card amount. The town set up an account for fuel with the S&S for fuel. The Clerk asked the Council for approval to use the gift cards to purchase skateboards, safety gear, etc. for the Skatepark Grand Opening. Council discussed the request. Richard Lewis made a MOTION to approve using the 10 \$50 gift cards to purchase skateboards, safety gear, etc. for the Skatepark Grand Opening; Shirley Iwata seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye.

Roni Phillips read the August Fire Department report. So far, we have responded to 119 calls in 2021

August 1st responded to wildland call at Riverbend crossover. Supervised the scene and extinguished then turning over to Forest Service. Seven Firefighters responding.

August 14th responded to MM54 for a vehicle crash. Provided traffic control. Three Firefighters responding.

August 16th responded to I 90 MM 61.5 for a fire along the freeway. Extinguished the fire. Seven Firefighters responding.

August responded to brush fire at MM 46. Extinguished the fire. Seven Firefighters responding.

August 20th responded to a semi crash up Cedar Creek 10 miles. The heavy equipment left the roadway and rolled over starting a small vehicle fire. Four firefighters responding.

August 20th responded to a vehicle crash over the guardrail at MM55. Provided traffic control for both incident and tow company. Seven Firefighters responded.

August 21st responded to request for lift assist at 1005 Riverside Drive. Two firefighters responding.

August 22nd responded to 1466 Southside Road for a burn barrel complaint. Advised owner. Five Firefighters responding.

August 31st responded to the Bark Plant for a loader fire. Extinguished to fire but a total loss on the equipment. Eight firefighters responding.

August 17th trained on structure gear and wildland gear.

We now have 19 active members.

The Suburban Command vehicle now has a permanent light bar and dual radios installed. Lettering will be completed shortly over in plains.

David Hubler read the August water report. All routine sampling and testing completed. Meter reading completed without incident. The Rf meter project will continue as time allows. Staff assisted a local contractor in replacing a water service line on 5th avenue east. Staff assisted a local resident whose service line was leaking and letting water in his basement. The line was replaced, a meter pit was installed, and service was restored to the house.

Staff found a water line leaking causing a minor flood on 4th avenue east near spruce street. Upon further investigation it was found that a town water line had ruptured and was purging water to street level. Staff were able to isolate the leak and get the service shut off with minimal impact to the public. The line was excavated by town staff with help from local contractor Ken Varley. Staff found a 1-inch water line in poor condition was responsible for the leak. Staff were able to replace approx. 22 feet of the line and place it back in service. A public Thank you to Ken Varley for coming out and assisting with this repair!

COUNCIL CONCERNS

Richard Lewis commented that the sidewalk on the North side of the County Courthouse is in bad condition and suggested contacting the County regarding the condition of the sidewalk.

UNFINISHED BUSINESS

RECYCLING CENTER---PURCHASE TRAILER

Discussed purchasing a trailer for the recycling program. Decided the trailer is not needed at this time. The program needs more volunteers.

NEW BUSINESS

Mayor Roni Phillips closed the regular Town Council meeting at 8:02 pm.

CDBG-CV GRANT APPLICATION—PUBLIC HEARING

Attending the CDBG-CV Grant Application Public Hearing---Roni Phillips, Brenda Schneider, David Hubler, Shirley Iwata, Thomas McCloskey, Rickard Lewis, Kelly Dillon, Rodney Goins, Sherry Goins, Drew Hanson, Jim Morton, Andrew Chanania.

Mayor Roni Phillips opened the Public Hearing regarding the CDBG-CV Grant application and needs at 8:02 pm. Mayor Phillips stated the purpose of the hearing is to obtain public comments regarding a proposed application to the Montana Department of Commerce's Community Development Block Grant Program for infrastructure funding for rehabilitation of multi-use building and other needs as the public may deem needed in the community. Jim Morton, District XI Human Resource Council is asking the Town to apply for a CDBG-CV grant on their behalf. The Town would be the conduit for the grant funds. Human Resource Council will prepare the grant application, all reports, and manage the grant. District XI Human Resource Council purchase the old Wells Fargo building on Mullan Road West. They are remodeling the building to meet the needs of the community. Some asbestos has been removed from the building and removed the old teller counter. Currently the building is being heated with electric baseboard heaters. District Human Resource Council wants to install a new heating and air system for better air circulation. Replace the deteriorating siding with new corrugated metal siding. Jim Morton stated the basement has 2 levels for a meeting room and need to install a lift to make the basement handicap accessible. Jim Morton stated that District XI Human Resource Council serves low to moderate income. Jim Morton stated that District XI Human Resource Council provides a heating program, a weatherization program, rental assistance, lunch in the park for 18 and younger among other services. District XI Human Resource Council has several rentals in the Town of Superior. The CDBG-CV funds to be applied for do not compete with any other funds the Town is applying for as the funds are a special targeted grant for projects that prevent, prepare for, or respond to Covid-19. Andrew Chanania, North Fork Development, stated the Chinana CDBG-CV program is part of the State Community Development Block Grant (CDBG) program. Activities can include assistance for public services like those provided by the HRC's Superior office space, public facilities like food banks, housing or infrastructure projects.

Andrew Chanania stated that the project would provide fresh air circulation for the building and provide a bigger meeting room, which will help meet COVID-19 prevention protocol. There was a discussion about the funding available, and when the program went into effect. Thomas McCloskey asked if the meeting room in the basement would be a community meeting room. Jim Morton stated yes, that is why a lift is needed to meet handicap accessibility. Richard Lewis asked about the size of the meeting room. Jim Morton stated the meeting room is a bit smaller than the Council Chambers. The State of Montana would determine the capacity of the meeting room. Steve Temple, Fire Chief, stated that the grant application is discretionary and recommended that the Council request or require a review of the building by the Fire Department and recommendations for fire safety equipment, sprinklers, alarms, etc. Jim Morton stated that the input from the Fire Department is very welcome. Andrew Chanania stated that the Town of Superior would be the recipient of the grant and pass it through to District XI Human Resource Council. Brenda Schneider stated the Town of Superior has worked with the Human Resource Council for grants in the past (Maple Street senior housing, the purchase and renovation of Riverside and Eagle Apartments). The Town and District XI Human Resource Council have worked well together in the past. Mayor Roni Phillips asked for community needs. Discussed the housing needs and the Sewer project. Mayor Phillips asked if there were any other comments. There being no other comments, Mayor Roni Phillips closed the Public Hearing at 8:25 pm.

Mayor Roni Phillips opened the Town Council meeting at 8:25pm.

Kelly Dillon made a MOTION to approve having the Fire Department conduct a review of the Human Resource Council building and give recommendation for fire safety equipment, sprinklers, alarms, etc.; Shirley Iwata seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye.

CDBG-CV GRANT APPLICATION--- RESOLUTION NO. 505 TO AUTHORIZE SUBMISSION OF APPLICATION

Resolution 505 authorizes the submission of the CDBG-CV grant application. Shirley Iwata made a MOTION to adopt Resolution No. 505 authorizing the submission of the CDBG-CV grant application; Kelly Dillon seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye.

RESOLUTION NO. 504--- GENERAL ELECTION

Council discussed MCA 13-1-403(4) authorizing a municipality to cancel a general election for the election of a municipal officer by resolution after notification by the election administrator if the number of candidates filing for election is equal or less than the number of positions to be filled. A letter has been received from the Mineral County Elections Administrator cancelling the primary. Resolution No. 504 is the resolution to cancel the general election. Those filed will win by acclimation. Roni Phillips filed for the mayor position. Filed for Councilor positions—Ward 1- David Hubler, unexpired term, Ward 2- no-one, Ward 3—no-one. The Council will need to appoint Councilors to Ward 3 and Ward 4 by the December meeting. Shirley Iwata made a MOTION to adopt Resolution No. 504 cancelling the Town of Superior General Election; Thomas McCloskey seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye.

LEGAL

CLERKS BUSINESS

Prepared minutes.
Updated Utility customer accounts as needed.
Prepared and mailed utility bills.
Posted daily receipts and made daily deposits.
Prepared and mailed past due and remaining balance utility letters.
Transmitted and posted the ACH utility payments.
Prepared and mailed final customer bills.
Prepared monthly financial statement and bank reconciliation.
Prepared Agenda and Notes from the Clerk.
Uploaded Agenda to website. Posted Agenda.
Prepared and delivered council packets.
Prepared claims and checks.
Prepared payroll and monthly reports.
Prepared monthly Tax vouchers and receipts.
Uploaded checks to the Wells Fargo positive pay as part of the fraud protections.
Updated software.
Updated Website
Grant searches.
Updated Agenda Subject Index
Uploaded Minutes to website.
Completed cash reconciliation for SVFRA.
Prepared and mailed the quarterly newsletter.
Completed USDA annual reports for the Fire Hall GO Bond and submitted to the USDA.
Submitted the completed FY 21-22 budget document to the State.
Submitted the Budget resolution to the State DOR and to Mineral County.
Prepare Resolution 504—Cancel the General Election
Prepare and completed the semi-annual fireman stipend paperwork.
Prepared notice to proceed for skatepark construction.
Prepare and mail recycle donation reminders.
Work on Annual Financial Report worksheets.
Prepare AFR fund balance worksheet and fund balance split.
Prepare Fire Relief Association compliance testing for AFR.
Prepare Pension liability worksheets. Prepare and Post Journal vouchers.
Prepare annual BaRSSA new gas tax report and submit to the State.
Gave out a 50/50 sidewalk program packet. Completed paperwork received, reviewed and scheduled. Set up Project files.
Order signs for Park rules and Skatepark use.
Upload CDBG-CV hearing notice to website. HRC published notice.
Prepared and emailed gray water bill to USDA.
Prepare Resolution to submit CDBG-CV grant application.
Prepare and mail quarterly newsletter. Upload newsletter to website.
Work on Annual Financial Report.

CONSENT AGENDA

Kelly Dillon made a MOTION to approve the Consent Agenda as presented, Town Claims 36098-36172, August Cash reconciliations, August financial reports, August Securities, August Journal and UB Vouchers and July and August Budget reports; Shirley Iwata seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley

Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye David Hubler-aye.

ADJOURNMENT

There being no further business before the Council Shirley Iwata made a MOTION to adjourn until the next regular meeting October 11, 2021; Kelly Dillon seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-absent, Richard Lewis-aye David Hubler-aye.

Roni Phillips, Mayor

Attest:

Brenda Schneider, Town Clerk