

The regular meeting of the Town Council was held October 11, 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, David Hubler, Richard Lewis

Clerk Brenda Schneider

Rodney Goins, Public Works Superintendent

Steve Temple, Fire Chief

Citizens:

Absent Councilor Bonnie Fuller and Shirley Iwata

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 September 13, 2021 regular meeting. Kelly Dillon made a motion to approve the minutes of the September 13, 2021 regular meeting with the correction of the spelling of the last name Varley to Verley on page 52; Thomas McCloskey seconded. MOTION passed 4 ayes, 0 nays, 0 abstain, 2 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye.

CORRESPONDENCE None

PUBLIC COMMENT None

#### COUNCIL REPORTS

Richard Lewis read the September Animal report. Staff were contacted by the sheriff's office regarding a dog of a person in custody. Attempts were made to find a person to keep the dog. Unsure of the outcome of this incident.

Roni Phillips read the September Sewer report. All routine sampling and testing are completed. Staff conducted 14 locate requests for the month. Staff continues to work with engineer Chris Hayes on several different areas of the sewer project. Fall sewer flushing will commence soon and will include the usual hot spots around town. Staff assisted with a new sewer hookup in the alley behind Alder Street. Discussed the sewer project. The Engineer has recommended that the Town request ARPA funds from Mineral County for the sewer project. The County received US Treasure local fiscal funds and the ARPA minimum allocation funds. Other counties are helping towns with sewer and water projects since Counties do not have water and sewer systems. Council discussed the recommendation. Thomas McCloskey made a MOTION to approve having Mayor Phillips request ARPA funds from Mineral County for the sewer project; Kelly Dillon seconded. MOTION passed 4 ayes, 0 nays, 0 abstain, 2 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Bonnie Fuller-absent, Richard Lewis-aye, David Hubler-aye. Council instructed the Clerk to schedule a time on the Commissioner agenda to make the request and to request the Engineer attend the meeting to help with the request. Mayor and Councilors will make the formal request.

Roni Phillips read the September Court report. 4 Initial appearances, 4 omnibus hearings, and 1 status hearings. 2 jury confirmation and 1 C.O.P. Council discussed the lack of attendance at the meetings by the Sheriff or his representative.

Kelly Dillon read the September Streets report. Materials and equipment are being readied for the upcoming winter season. The snow plows are ready when the time comes. The end loader is

still being used for different projects but is ready for the snow when it arrives! Wahoo! Yup, it's that time of year again!

Thomas McCloskey read the September Parks report. The concrete work is complete at the skatepark!! Final grading of the dirt around the park is done and the site is in the process of final clean up. Staff will commence with the necessary changes to the irrigation system asap. The sod will be ordered and installed in the next couple of weeks. Staff will commence with winterization of the parks in the very near future. Dan continues to do an outstanding job with lawn maintenance in the parks. The Clerk reported that requests of grant funds from Montana Skatepark Association and Jeff Ament's Montana Pool Service Foundation have been submitted and the funds will be received soon. The LWCF funds will be drawn down as soon as the landscaping is finished and the liaison makes a site visit. Discussed installing a fence on the street side of the skatepark but decided to wait on a final decision.

Roni Phillips read the September Fire Department report. Sept 1<sup>st</sup> responded to a loader fire at the Bark Plant on Diamond match road. Extinguished the fire. Engine One and Eight Firefighters responding.

Sept 4<sup>th</sup> responded to a kitchen fire at 304 2nd Ave East (the commons). Made entry and extinguished the fire before spreading to the structure. No one home at the time however several unhappy dogs were in the unit. Coordinated the response with Deputy due to the threat from resident dogs in the apartment. Six Firefighters responding.

Sept 5<sup>th</sup> responded to a wildland fire call on East Mullan road along with the USFS. Small fire secured the location and turned over to the USFS. Brush Truck One and Four Firefighters responding.

Sept 8<sup>th</sup> responded to MM 58 for a vehicle rollover. Provided Traffic Control. Rescue one and Six Firefighters responding.

Sept 10<sup>th</sup> responded to a monitored fire alarm at the Hopkins Ranch home on longhorn lane. There was a locked gate at entry ranch worker provided access to fire. Advised homeowner to replace batteries. Engine one and Six firefighters responding.

Sept 20<sup>th</sup> responded to a Mutual Aid request of St Regis for a structure fire next to Jaspers on Old Hwy 10. Engine one, Tender One and Brush Truck responding. Superior was called back later in the night for a fully involved structure. Defensive strategy deployed. Seven Firefighters responded.

Sept 21<sup>st</sup> responded to the Structure Fire in St Regis at the request St Regis for a Mutual Aide call. Fully involved structure was threatening the Jaspers Bar and Restaurant. Tender One and Five Firefighters responding.

Sept 24<sup>th</sup> responded to 1466 Southside Road for an open burning complaint. Advised owner. Brush Truck 1 and Five Firefighters responding.

Sept 25<sup>th</sup> responded to a mutual aid request of St Regis for a golf cart fire extending into the trees on Sloway Road. Stood down by St Regis. A total of Ten Firefighters responding.

Sept 27<sup>th</sup> responded to Mullan Rd West for a lift assist. Stood Down with Four Firefighters responding.

Sept 28<sup>th</sup> Responded to Mullan Rd West for a lift assist. Three Firefighters responding.

Sept 7<sup>th</sup> trained on Hose Testing for the Engines.

Sept 21<sup>st</sup> Trained on Tender one connections and drafting options. Firefighters Scott and Pugh exposed to driving the tenders.

We now have 19 active members.

Departmental Issues: We had to replace three main batteries in Engine one and the starter motor. The department is fortunate to have Calvin doing the heavy lifting (work) on mechanical issues.

Fire Chief gave an update on the water storage and the second access to Shyroch resort.

Fire Chief gave an update on the Tarkio annexation to the Rural Fire District.

Open Burning began Oct 1<sup>st</sup>

David Hubler read the September water report. All routine sampling and testing completed. Meter reading completed without incident. Several new RF readers were installed in the past weeks. Staff assisted a contractor with a new water hook up in the alley behind Alder Street. We are still waiting for the local well repair company to come out and make the necessary repairs to Well 1. Several phone calls and messages were left. Alternative options are being investigated.

#### COUNCIL CONCERNS

David Hubler asked when the speed sign would be put up. Rodney Goins will make sure the sign is put out tomorrow.

#### UNFINISHED BUSINESS

#### NEW BUSINESS

##### DOG PARK

Council discussed possible locations for a dog park. Concerns of sanitary issues and people abandoning dogs in a dog park were discussed. The Clerk will contact MMIA about liability. David Hubler asked if the town has done a community needs assessment. The Town has done this in the past, but should consider doing a new one. The Clerk will get information on a needs Survey.

#### 2000 CHEVROLET PICKUP AND SNOWPLOW—AWARD BID

The Town received 19 bids for the 2000 Chevrolet Pickup and Snowplow. One bid was received in the mail on October 11, 2021 past the deadline. 18 bids were received by the deadline. The bids were opened October 11, 2021. The Fire Chief reviewed the bids and recommends that the Town Council award the bid to Edward Peterson in the amount of \$8100.00 and if Mr. Peterson decides to not purchase the truck the Fire Chief recommended allowing the Fire Chief to move to the alternate bid of Ike Stevenson in the amount of \$7200.00. Thomas McCloskey made a MOTION to award the bid for the 2000 Chevrolet Pickup and Snowplow to Edward Peterson in the amount of \$8100.00 and in the event that Mr. Peterson does not purchase the truck allow the Fire Chief to contact the second highest bidder Ike Peterson in the amount of \$7200.00; Kelly Dillon seconded. MOTION passed 4 ayes, 0 nays, 0 abstain, 2 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Bonnie Fuller-absent, Richard Lewis-aye David Hubler-aye.

#### ADA COMPLIANT SURVEY AND PROCEDURES---RESOLUTION NO. 506

Mayor Phillips read Resolution No. 506 adopting the updated ADA Compliance Survey and Procedures for the Town of Superior. The Town periodically completes an updated ADA Compliant survey and procedures of the town. The survey included reviewing Town facilities for accessibility, possible solutions to address issues identified in the review, prepare an implementation schedule, provide a grievance procedure and prepare a notice to be published. Thomas McCloskey made a MOTION to adopt Resolution No., 506 adopting the updated ADA Compliance Survey and Procedures for the Town of Superior; Richard Lewis seconded. MOTION passed 4 ayes, 0 nays, 0 abstain, 2 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, 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 and quarterly 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.  
Prepare and publish "Call for Bids" notice. Upload notice to website.  
Prepare bid paperwork for bid opening.  
Email Resolution 504-Cancel general election to Mineral County Elections Administrator  
Research sub-division regulations in minutes.  
Set up new UB accounts  
Work on and completed the annual financial report management discussion and analysis  
Work on and completed the Town's annual financial report for FY 20-21.  
Submitted the Town's annual financial report for FY20-21 to the State of Montana.  
Met with LWCF liaison regarding the skatepark project.  
Review grant application and prepared cover letter for the HRC-CDBF-CV grant application.  
Attended MT League of Cities and Towns virtual annual conference.  
Prepared and submitted SVFRA Census Pension survey.  
Work on updating capital improvement plan.  
Prepared and submitted MT Tax Foundation levy information request.  
Complete the ADA Compliant survey and procedures.  
Prepare Resolution No. 506 adopting the ADA Complaint survey and procedures.  
Webinar on DEQ Clean Truck grant program.

### CONSENT AGENDA

Kelly Dillon made a MOTION to approve the Consent Agenda as presented, Town Claims 36173-36231, including the final invoice for Evergreen Skateparks, September Cash reconciliations, September financial reports, September Pledged Securities, September Journal and UB Vouchers, and September Budget reports; Thomas McCloskey seconded. MOTION passed 4 ayes, 0 nays, 0 abstain, 2 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Bonnie Fuller-absent, Richard Lewis-aye David Hubler-aye.

ADJOURNMENT

There being no further business before the Council Thomas McCloskey made a MOTION to adjourn until the next regular meeting November 8, 2021; David Hubler seconded. MOTION passed 4 ayes, 0 nays, 0 abstain, 2 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent Bonnie Fuller-absent, Richard Lewis-aye David Hubler-aye.

Roni Phillips, Mayor

Attest:  
Brenda Schneider, Town Clerk