

The regular meeting of the Town Council was held July 11, 2022 in the Council Chambers at 7:30 pm. A review of claims took place at 7:00 pm.

Mayor Roni Phillips

Councilors: Kelly Dillon, Thomas McCloskey, Wanda James, David Hubler, Shirley Iwata
Bonnie Fuller

Clerk Brenda Schneider

Rodney Goins, Public Works Superintendent

Steve Temple, Fire Chief

Citizens: Sherry Goins, Lisa Hubler

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 June 13, 2022 regular meeting. Kelly Dillon made a motion to approve the minutes of the June 13, 2022 regular meeting; Thomas McCloskey seconded MOTION passed 4 ayes, 0 nays, 2 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-abstain, Bonnie Fuller-abstain, Wanda James-aye, David Hubler-aye.

CORRESPONDENCE None

PUBLIC COMMENT None

COUNCIL REPORTS

Wanda James read the June Animal report. Staff issued a citation to a resident of 4th Ave east for his dog running at large. He was issued several warnings prior to being cited. Staff had received two after hour call outs for this dog and numerous citizen complaints and social media posts.

Bonnie Fuller read the June Sewer report. All routine sampling and testing are completed. Staff conducted approx. 13 locate requests for the month. Staff assisted a contractor on a lot under construction on Cedar Street. Staff provided information for re-routing the water service line, and provided instruction to cap the sewer line on the property. Staff were notified by an after-hours emergency alarm warning system call of a pump failure at the Clark Fork lift station. Further investigation revealed that a pump had failed and needs to be rebuilt. Estimated cost to rebuild the pump is \$7,000.

Shirley Iwata read the June Court report. 2 initial appearances, 1 change of plea, 11 omnibus hearings, 2 status hearings. No insurance, Dogs running at large.

Kelly Dillon read the June Streets report. Shadow asphalt completed this year's paving project. 5th Ave east between spruce and alder was repaved. 5th Ave east by the elementary school entrance was repaved. Several areas of patchwork were completed on 2nd Ave East and 3rd Ave west. Discussed the drainage on 5th Ave E near the Skatepark.

Thomas McCloskey read the June Parks report. Ken continues to do a great job mowing and caring for the Parks!! Staff found damaged/ broken playground equipment at Eva Horning Park. Staff placed caution tape on the equipment. Rodney Goins reported that the cost of the parts for the repair of the Jump for it teeter totter is \$2250. Rodney Goins reported that the small merry-go-round is broke and will need repairs. Staff repaired the irrigation system around the skatepark after discovering that some of the fittings were leaking. Fittings were replaced and the system is up and running at the skatepark. The plans are drawn and parts being gathered to repair the broken irrigation zone that was damaged by the downed trees and stump removal at Eva Horning Park. The faulty zone will be re-routed and installed along the playground border on the east side of the playground along 5th and Pike streets. One of the irrigation control units failed at

Timberman Park. The parts arrived and repairs are under way to keep the park watered. Two water mains were repaired and a control valve is scheduled to be replaced. Discussed the chain link fence along the back of Eva Horning Park that belongs to the State of MT. The top rails are bent and the are holes cut into the fence. Rodney Goins will contact the local State Highway Department about the fence.

Roni Phillips read the June Fire Department report. June 4th responded to a medical aide at the Car Show. Intoxicated person passed out on sidewalk. One Firefighter investigating.

June 8th responded to a lift assist with 54-A. Three Firefighters responded.

June 9th responded to medical assist for insulin at 304 1st Two Firefighters responding.

June 9th responded to a Semi Vehicle blockage at MM52. Semi brakes locked up after hitting steel parts in roadway. Three vehicles hit steel as well. One Firefighters responding.

June 10th responded to a Semi Truck tire fire at MM 43. Extinguished the fire and escorted truck off freeway. Seven Firefighters responding.

June 12th responded to a medical aide call at 865 Tami Drive. Two Firefighters responding.

June 12th responded to a medical aide call at 258 terrace ct. Lift assist for 54-A A. Three Firefighters responding.

June 17th responded to a wildland fire that was a supervised slash pile at MM52. Four Firefighters responding.

June 17th responded to a lift assist at 85 Curran Dr. in Riverbend. One Firefighter responding.

June 17th responded to 306 Spruce for a lift assist. stood Down. One Firefighters responding.

June 17th responded to a fully involved trailer fire hauling a hot rod vehicle. Both Engines responding with full SCBA deployment on Engine 301. Six Firefighters responding.

June 18th responded to vehicle crash at MM 58 and assessed 7 patients for injury. Five Firefighters responding.

June 19th responded to 304 second avenue east for a lift assist. Four Firefighters responding.

June 20th responded to 621 Fifth Ave East for a medical call. Deployed CPR mask. Three Firefighters responding.

June 22ed responded to Quartz loop area for an ATV crash. Provided patient care. Six Firefighters responding.

June 24th responded to 4th and Chicago to assist Deputy extinguish a burn pile. Three Firefighters responding.

June 24th responded to MM 2 on Diamond Match rd. for a vehicle roll over Deployed floor dry. One Firefighter responding. June 26th called by Sheriff Department to assist with a swift water rescue at St John access. Five Firefighters responding.

June 29th responded to MM 45 for a vehicle crash with a deer. Provided traffic control and EMS. Three Firefighters responding.

June 14th Scott provided training on Swift Water gear and tech. Eight firefighters attending.

June 28th Scott provided training on Ropes and knots for rope rescue. Ten Firefighters attended.

We have 20 active members.

So far, we have responded to 86 calls in 2022

The July 4th was limited trouble with only two calls. One at the bridge UTL and one at 5am for a brush fire on Diamond match Road.

Steve Temple reported on a discussion with MMIA regarding property, liability and workers compensation insurance for the Fire Dept and how it relates to the Town and Rural District. As, part of the Mutual Aid Agreement the Town covers all of the equipment and the Rural reimburses the Town for a portion of the premium. The Town covers the workers compensation insurance for all of the volunteers, as the Fire Chief will continue to maintain a combined roster. All of the firemen respond to all calls. The Liability is different, MMIA will only cover the Town so the Rural District is looking into separate liability insurance. At this time Chuck McCluer is going to donate a fire engine and a wildland fire truck to the Town/Rural and is willing to lease a building for the equipment for the Tarkio annexation until the land for the Fire building is secured with DNRC. He is asking for lease agreements and to be added as a 3rd party insured. This would be temporary, until the new fire station building is built. Steve Temple is recommending that the leases be between the Town and Chuck McCluer to provided the 3rd party insured endorsement.

Steve Temple recommended that the Mutual Aid agreement with the Rural Fire District be updated. The original agreement was done in 2006.

Steve Temple reported that the antenna for the Law Enforcement radio and repeater from the roof of the old school to the roof of the fire hall.

David Hubler read the June water report. All routine sampling and testing completed. M.E.T. continues work on the water telemetry upgrade project. Several town residents were advised of potential water leaks discovered after meters were read. Staff assisted a contractor doing work on Johnson loop. A new saddle and corp. valve installed for the new service. A new meter was installed as well. Rodney Goins reported that the new water telemetry system is being installed this week.

COUNCIL CONCERNS

UNFINISHED BUSINESS

SKATEPARK---SECURITY CAMERAS

Council discussed the installation of security cameras at the skatepark. Council discussed the reasons for and against having security cameras at the skatepark. The Town Clerk reported that the Town Attorney had been contacted and the Town attorney responded that there would be no issues as long as there is signage advising that there are video recordings being taken. The Town Clerk reported that MMIA had been contacted and they responded that the Town will need to have a process/procedure in place of who reviews the recordings, how the 30-day loop works, how the recording will be saved in the event of an insurance claim, public records request, LEC query, etc. The Clerk gave a draft of a policy for Council review. Rodney Goins stated Photo Scan NW gave a proposal for the cameras—1 camera \$11,000 and 2 cameras \$22,000. Rodney contacted Officer Bettis and he recommended a system from Costco, estimated cost for 6 cameras \$700-\$1000. Thomas McCloskey made a MOTION to approve purchasing the Security Camera system from Costco and install cameras near the skatepark; Bonnie Fuller seconded. MOTION passed 4 ayes, 2 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-aye, Wanda James-nay, David Hubler-nay.

NEW BUSINESS

DEVELOPMENT STANDARDS

Council discussed reviewing and amending the current town development standards. Discussed concerns and need for requirements for fire separation, parking, setbacks lot density for new construction. Subdivisions require a review, but development such as the development at the

corner of River St. and Johnson Ave do not require a review. Discussed requiring a site plan for water and sewer connections. Discussed the need to have an appeal process. Steve Temple stated that the Planning Board, Andy Short and the Conservation District would be willing to work with the Council on reviewing and amending the Town's development standards. Council set up a committee to review and make recommendations to the Council. Committee members are Thomas McCloskey, Wanda James, Shirley Iwata and Kelly Dillon.

CHANGE TIME OF COUNCIL MEETING

Council discussed changing the Council meeting time from 7:30 pm. The Town Charter requires that the Town Council shall establish by ordinance the time and place of meetings. After discussing various times for the meeting, David Hubler made a MOTION to change the time of Council meetings to 6:30 pm and have an ordinance prepared; Bonnie Fuller seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-aye, Wanda James-aye, David Hubler-aye.

GLACIER COUNTRY MONTANA MAGAZINE-SUPERIOR INFORMATION

The Clerk reported contacting Glacier Country Montana regarding the Superior Information. They are happy to add more information. There is a space limitation in the printed travel guide, but we can add some more information. There is no space limitation for the information listed on the Glacier Country Website. Events are free to list, you can look at their website events listings to see what is there (fair, farmers market) listed for Superior. The tourism or visitor-based business listings are two ways. Signature partnership are a paid fee of \$250.00. Basic listings for businesses are free but the information must be verified. Their website is very comprehensive. <https://glaciermt.com>. The Clerk contacted Jackie Callison who works with the Chamber of Commerce. The chamber is active, but low on active people. She is going to look at the website and see about getting more businesses listed. Discussed ideas to add to the Superior information. The Clerk will send a list of information to add to the Superior information.

STREET SWEEPER AWARD TO KOIS BROTHERS EQUIPMENT

Council discussed the purchase of the street sweeper and awarding the purchase to Kois Brothers Equipment, Great Falls MT. This is a sole source purchase and does not require bidding. The cost is \$623,258. The price has not increased. The MT DEQ Clean Bus & Truck grant for \$500,000 of the cost is from the Volkswagen Mitigation Trust Funds. The remaining funds will be budgeted in the CIP funds. The grant application was specifically written for this unit and the State approved the grant as a sole source purchase from Kois Brothers Equipment. Thomas McCloskey made a MOTION to award the purchase of the Street Sweeper to Kois Brothers Equipment in the amount of \$623,258; Kelly Dillon seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-aye, Wanda James-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 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 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.
Add Community Development surveys to town website
Email town attorney and MMIA regarding security cameras at the skatepark
Prepare and post the budget amendment for engineering fees for sewer PER & grant applications.
Receipt and post DNRC planning grant funds for the sewer PER.
Research minutes regarding Edna Court Cottages. Emails with HRC.
Starting the Fiscal 22-22-year end closing.
Research and prepare a draft Security Camera policy.
Receipt and post the DNRC Planning Grant funds
CDBG-CV grant paperwork.
Closed Fund 2399 Swimming Pool Special projects to 4040 Swimming Pool CIP fund.
Research "Glacier Country" information.
Prepare and mail recycle invoices
Work on budgets.
Mail signed LEC interlocal agreement to the Secretary of State.
Mail signed JP interlocal agreement to the Secretary of State.
Prepared year end Compensated Absences report. Prepared and posted the Journal Voucher.
Prepare and mail annual water and sewer delinquency letters.
Updated Employee folders.
Open new year in accounting.
Prepared and submitted the BaRSSA funds annual report.
Work on SVFRA annual report.
Prepare Public Budget hearing Notice.

The June books will remain open until July 15 per Montana Statute. The June financial reports budget reports will be submitted in August.

Public Budget hearing is scheduled for Wednesday August 3, 2022 at 6:30 pm. The notice is prepared and scheduled to be published.

CONSENT AGENDA

Kelly Dillon made a MOTION to approve the Consent Agenda as presented, Town Claims 36710-36765; Wanda James seconded MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-aye, Wanda James-aye, David Hubler-aye.

ADJOURNMENT

There being no further business before the Council Bonnie Fuller made a MOTION to adjourn until the next regular meeting August 8, 2022; Wanda James seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Bonnie Fuller-aye, Wanda James-aye, David Hubler-aye.

Roni Phillips, Mayor

Attest:
Brenda Schneider, Town Clerk