

The regular meeting of the Town Council was held December 12, 2022 in the Council Chambers at 6:30 pm. A review of claims took place at 6:00 pm.

Mayor Roni Phillips

Councilors: Kelly Dillon, Wanda James, Shirley Iwata, Thomas McCloskey, Stephanie Quick

Clerk Brenda Schneider

Andy Cadman, Public Works Assistant

Steve Temple, Fire Chief

Andy Short, County Planner

Law Enforcement-Ryan Funke

Citizens: Bessie Spangler, Don Davis, Josh Pecora, Scott Dodd, Kim Taron

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 November 14, 2022 regular meeting. Thomas McCloskey made a motion to approve the minutes of the November 14, 2022 regular meeting; Wanda James seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye.

CORRESPONDENCE None

PUBLIC COMMENT None

COUNCIL REPORTS

Wanda James read the November Animal report. Staff picked up a dog at large wandering around Darlow's store. Thru social media and personal connections, the dog was returned to its owner. He was advised to keep his dog contained and keep her tags on at all times.

Stephanie Quick read the November Sewer report. All routine sampling and testing are completed. Staff conducted approx. 2 locate requests for the month. Staff were called to Osprey Loop for a sewer issue. The sewer line on Osprey drive was plugged and backed up. Staff were able to clear the blockage with the assistance of Superior Septic. Staff ran the sewer jet as an extra precaution. This line will be placed on the periodic monitoring list for potential issues. The Sherriff Office is looking into installing a grinder pump on the jail outgoing line that will grind up any inmate clothing or bedding that is flushed, this would eliminate the items jamming the final lift station pumps.

Shirley Iwata read the November Court report. 8 initial appearances, 9 omnibus hearings, 4 Change of Plea, 3 Status Hearings. Expired registration, driving without valid driver's license, DUI, Aggravated DUI. Sargent Ryan Funke reported on Sheriff Department activities, emergency calls, patrolling, and security checks of businesses and parks. Ryan Funke state that they want to start a new security check for people going on vacation. The checks would be done daily and a card slipped under the door with the time of the check and the officer doing the check. People can contact the Sheriff's Office about the program. Ryan Funke reported that the Sheriff's Department has changed how the inmate clothing is assigned and checked in an effort to ensure the clothing is not flushed down the toilet causing sewer backups.

Kelly Dillon read the November Streets report. Snow removal equipment has been deployed in high gear! Roadways have been plowed and graveled and are checked on a daily basis. Staff continues to gravel high traffic areas and school bus routes routinely. Several alleys were plowed by request. Staff have dealt with a few town residents that were unhappy with the way snow had

been plowed. After, discussions of the Town rules prevailed and everyone went on their merry way with a better understanding of how things will be done from now on.

Thomas McCloskey read the November Parks report. The parks are a winter wonderland!

Roni Phillips read the November Fire Department report. November 32d responded to MM58 for a tractor trailer that had lost a large hay bale blocking travel lane. Provided traffic control till hay bale removed. Five firefighters responding.

November 5th responded to I-90 MM 41 east for a single vehicle rollover. Provided traffic control with five firefighters responding.

November 5th responded to I-90 MM 57 for a single vehicle wreck on the bridge. Provided traffic control with two units. Five firefighters responding

November 7th responded to Superior Laundry for a seizure victim. Two firefighters responding.

November 8th responded to I-90 MM 45 for a truck into the guardrail. Provided traffic control. Three firefighters responding.

November 9th responded to I-90 MM 40 east for a jack knife semi-truck. Provided traffic control while another wreck just a mile west occurred. Three firefighters responding.

November 10th responded to medical aid call at 277 Evergreen Lane. One firefighter responding.

November 10th responded to a lift assist at 1106 Cedar Creek Rd. Two firefighters responding.

November 11th responded to a car versus deer at MM 45.5. Provided traffic control. Two firefighters responding.

November 12th responded to 1005 Riverside Dr. for a medical call. One firefighter responding.

November 13th responded to Durango's parking lot for a medical aid call. One firefighter responding.

November 18th responded to a Mutual Aid call in St Regis. Mobile home fire with fully involved mobile home. Two units responding and five firefighters.

November 27th responded to I-90 for a medical call. One firefighter responding.

November 27th responded to I-90 MM 51 for a single vehicle rollover. Victim transported to MCH. Five firefighters responding.

November 28th responded to 310 E 3rd for a chimney fire. Laddered the roof end extinguished chimney fire. Seven firefighters responding.

November 29th responded to 202 2nd Ave East for an unresponsive adult. Provided lift assist. Five firefighters responding.

Three training meetings---Structure gear training, Complex extrication training with West End and Fire Services Training, and Bunker and air pack training.

21 active members---added AJ Smith and Jerry Del a Torre.

Three firefighters enrolled in the two-week long Firefighter One Training FSTS school in May. This also includes our first female Tiff Amberson.

The Fire Department finally agreed upon 16 standard frequencies that will be loaded into all radios. Thanks to Tiff Amberson and her leadership she was able to get all four departments to agree on the standard 16. Good job Tiff.

So far in 2022 we have responded to 175 calls.

Roni Phillips read the November water report. All routine sampling and testing completed. Several town residents were advised of potential water leaks discovered after meters were read. Staff were advised that the parts to repair well #1 are in. We are still waiting to hear from the contractor with the date for repairs to be made. Andy Cadman reported on the federally mandated

“get the Lead Out” water line and service line survey that must be completed by 2024. The Town is going to submit information on estimated costs to do the survey to the State and there may be funds to help complete the survey. Andy Cadman has a training on Wednesday about the survey and the process. Plans are being made to research maps and plans for information as part of the process.

COUNCIL CONCERNS

UNFINISHED BUSINESS

DEVELOPMENT STANDARDS

Steve Temple reported on the draft objectives for development standards. The requirements would need to be completed prior to connection to the Town water and sewer system. The Council reviewed and discussed the draft objectives. The development standards would be for existing lots in town. Discussed that the Town does not need to implement building permits with this process. Discussed site plans and setbacks. Steve Temple stated he is willing to continue to help with this process. The committee will meet February 13, 2022 at 5:30 pm. The Clerk was instructed to send the draft objectives to the Town Attorney for review and to make sure the process can be implemented.

GENERATOR WELL #3

Andy Cadman stated that the town received two different quotes for a backup generator for Well #3. One for \$40,000 and one for \$79,000. The quotes are not similar in what would be provided and installed. Andy Cadman recommended that the town prepare specifications for the generator project and advertise for bids. The specifications will be prepared. This will be put on the agenda for Council to approve advertising for bids.

COUNCILOR WARD 1—APPOINT

Council discussed the vacant Ward 1 position. The appointment would be through December 31, 22. The appointment for this position would be until the 2023 election. It has to be on the election for the unexpired term through December 31, 2025. Two people are interested in serving on the Council. Bessie Spangler and Don Davis. Each candidate spoke about the reasons they would like to serve on the Council. Thomas McCloskey made a MOTION to appoint Don Davis to the Ward 1 Council position unexpired term ending December 31, 2023; No second. Motion died for lack of second. Council voted by ballot. 3 votes for Bessie Spangler, one vote for Don Davis, one vote nay. Bessie Spangler was elected to the Ward 1 Council position.

TRANSPORTATION ALTERNATIVES PROGRAM—ANDY SHORT

Andy Short talked about the Transportation Alternative Program. The grant funds can be used for sidewalks and trails. Discussed types of trails. There is a 13% match required for the grant. Andy Short stated that the program now has a \$5000 grant to help prepare the application. The applications are detailed and include design information. Mayor Phillips asked Andy Short if he is offering or willing to help prepare the application. Andy Short stated no, the applications are usually done by an engineer firm.

NEW BUSINESS

FIRE CHIEF—APPOINT

Steve Temple, Fire Chief, stated that the Town received 2 applications and proposals for the Fire Chief position. The committee, consisting of the Mayor, 2 Councilors and 2 Rural Fire District

Board members, reviewed and discussed the applications. The committee members interviewed both candidates. The Committee recommended Scott Dodd be appointed as Fire Chief, contingent upon a background check. Steve Temple stated that the Rural Fire District Board unanimously recommended appointing Scott Dodd as Fire Chief. Kelly Dillon made a MOTION to appoint Scott Dodd as Fire Chief, contingent upon a background check; Thomas McCloskey seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye. Discussed the proposed stipends in Scott's proposal. Steve Temple, Fire Chief, stated that the Rural Fire District Board wants to pay the \$500 per month stipend to Josh Pecora to be the Battalion/Deputy Chief for the Tarkio station. Thomas McCloskey made a MOTION to amend the Memorandum of Understanding (MOU) between the Town and the Superior Rural Fire District to include that the Rural will reimburse the Town for the stipend for the Deputy Battalion/ Deputy Chief in the amount of \$500.00 plus taxes effective January 1, 2023, the Town will provide the accounting and reporting; Wanda James seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye.

TOWN JUDGE—DALE MAGONE RETIRING

Dale Magone, Town Judge, is retiring as of December 31, 2022. In his letter, Dale recommended the Council appoint Kim Taron as Superior Town Judge. Council thanked Dale Magone for his years of service.

TOWN JUDGE—APPOINT KIM TARON

Council discussed the appointment of the Town Judge. Kim Taron was elected as Mineral County Justice of the Peace. The Town judge is an appointed position for the town and is not part of the election of the Justice of the Peace. The town has an interlocal agreement with the Justice Court for court services. Dale recommended the Council appoint Kim Taron as Superior Town Judge. Kim has been filling in for Dale during absences and has completed the Montana Supreme Court of Limited Jurisdiction Training Course. Wanda James made a MOTION to appoint Kim Taron as Town Judge; Shirley Iwata seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye.

MT VEBA-HRA AGREEMENT

The Town participated in the MT VEBA HRA (Health Reimbursement Account) Program starting in 2017. But, in 2021 the State changed the rules on the size of the group, we had 3 participants and they changed that to having 5 members in the group to participate. The State VEBA officer recently contacted us about doing a joint group. This would be the Town and the Prairie View Special Services. By joining together, we would meet the requirement of 5 members to participate in VEBA.

VEBA is a health reimbursement plan funded by the funds that the Town is required to pay out and would pay out to Employee(s) who retire or separate from the Town. The 25% of accrued sick leave and 100% of the accrued annual leave would be sent to VEBA tax free to be used for health care. Employees vote once a year to continue the program as the previous year, vote to discontinue the group, or vote to change the contribution source (just sick leave or both sick leave and annual leave). The benefit to the Town is that the Town would not have to pay the employer share of taxes (FICA, Medicare, PERS, unemployment insurance or workers' compensation insurance) on the amount that is sent to VEBA for the Employee VEBA account. There are no fees to belong to the program.

Council discussed the MT VEBA-HRA Agreement between the Town and the State of Montana Health Reimbursement Account and Trust "Montana VEBA HRA". Thomas McCloskey made a MOTION to approve the MT VEBA-HRA Agreement establishing to establish the town's participation in the MT VEBA- HRA program and the Mayor signing the agreement; Shirley Iwata seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye.

RESOLUTION NO. 526-JOINT RESOLUTION TO PARTICIPATE IN MT VEBA HRA

Mayor Roni Phillips read Resolution No. 526 a joint resolution authorizing the Prairie View Special Services and the Town of Superior to participate in the State of Montana VEBA-Health Benefit Plan and Trust as one group. This combines both entities to make a group of 5 members. Council discussed the resolution. Thomas McCloskey made a MOTION to adopt Resolution No. 526 a joint resolution authorizing the Prairie View Special Services and the Town of Superior to participate in the State of Montana VEBA-Health Benefit Plan and Trust as one group; Shirley Iwata seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-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 UB 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 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 Cash reconciliation and financial reports.
Work with HRC and CDBG on HRC building project and grant.
Prepare Oath of Office for Stephanie Quick.
Administer the Oath of Office for Stephanie Quick,
Submit the Oath of Office to the Mineral County Clerk & Recorder.
Prepare file for Development standards committee. Prepare meeting notes.
Set up new ACH accounts for water and sewer customers.
Prepared & posted Journal Vouchers to transfer ARPA funds to the Sewer fund for sewer project.
Prepare and post budget amendment for Sewer project.

Update Resolution Book 4 table of contents. Lock book.
Set up Resolution Book 5.
Complete and submit US department of labor survey.
Prepare and submit US Census local government financial survey.
Review, prepare and submit Pollution Insurance listing to insurance company.
Work on update to accounting procedures manual.
Ordered name plates for Stephanie Quick and a new one for Mayor (it broke).
Prepare MT VEBA HRA agreement with state.
Prepare MT VEBA HRA Joint resolution for the VEBA group.
Prepare and mail the quarterly newsletter. Upload newsletter to website.
Deposit, receipt and post MT DEQ Clean Bus and Truck grant funds \$500,000.
Prepare and mail check for new street sweeper.
Set up FY 22-23 tax tables in accounting.
Prepare and post journal vouchers for semi-annual water and sewer loans.
Prepare and submit ACH payment file for semi-annual water and sewer loans.
Prepare and mail recycle invoices.
IIMC Workforce Strategies Webinar.
Start calendar year-end preparation.

CONSENT AGENDA

Kelly Dillon made a MOTION to approve the Consent Agenda as presented, Town Claims 37002-37050, November Cash reconciliations, November Financial reports, November pledged securities reports, November Journal and UB Vouchers, and November Budget reports; Thomas McCloskey seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye.

ADJOURNMENT

There being no further business before the Council Shirley Iwata made a MOTION to adjourn until the next regular meeting January 9, 2023; Wanda James seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye.

Roni Phillips, Mayor

Attest:
Brenda Schneider, Town Clerk