

The regular meeting of the Town Council was held March 13, 2023 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, Bessie Spangler

Clerk Brenda Schneider

Rodney Goins, Public Works Superintendent

Scott Dodd, Fire Chief

Andy Short, County Planner

Under Sherriff Wayne Cashman

Citizens: Sherry Goins, Drew Hanson, Josh Pecora, Kyle Zenor

Councilor Shirley Iwata attended the entire meeting telephonically.

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 February 13, 2023 regular meeting. Thomas McCloskey made a motion to approve the minutes of the February 13, 2023 regular meeting; Wanda James seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

#### CORRESPONDENCE

#### PUBLIC COMMENT

Andy Short, County Planner, stated he is working on the Institutional Controls with the EPA for the maintenance plan for the next five years. Once the controls are prepared, they will be adopted by the Board of Health and the Town.

Andy Short, County Planner, stated that there will be a Hazwoper training June 5-9, 2023. He stated that the training is open to 30 participants.

#### COUNCIL REPORTS

Wanda James read the February Animal report. Staff received a complaint of a black lab roaming the area on 4<sup>th</sup> Ave. East. Staff located the animal as it “ran amuck wreaking havoc on the neighborhood!!!” The tags provided the owners info and the dog was returned to its owner with a warning for running at large.

Stephanie Quick read the February Water report. All routine sampling and testing completed. Staff is very happy to report that all 3 town wells are in service and functioning normally. The guys from MET responded and made some minor changes to our water telemetry system to resolve a few issues we were having. Corrections were made and the system is working great again! Staff assisted a local contractor with the installation of a water service connection to a property on Clark Fork Drive. Staff was advised by Thatcher chemical that we are now going to be required to purchase our chlorine 4 drums at a time. Rodney Goins reported that Pelican Chemical will let the town purchase 2 or 4 drums at a time at a much better price. We will be required to provide storage space and spill protection for up to four 55-gallon drums. It will also add a cost for delivery as we are unable to transport that much weight or quantity of Hazardous chemical with our current set up. Plans continue to make this happen. Discussed the progress on the water lead line survey and the federal requirements.

Shirley Iwata read the February Court report. 6 initial appearances, 6 omnibus hearings, 4 Status

hearings, 3 appearances 1 Change of Plea. Assault. Under Sheriff Wayne Cashman reported that law enforcement responded to 241 calls in Superior, criminal, traffic stops, business checks, child welfare checks, thefts, medical and fire calls.

Kelly Dillon read the February Streets report. Snow plowing and graveling continue as needed around town. Numerous alleys around town were plowed by resident request. Other alleys were cleared to make way for safe passage of emergency and service vehicles. Western States CAT spent several days at the Town Shop. They removed, rebuilt, and re-installed the engine to the end loader. They replaced the head and head gasket, and machined to pistons to meet the new specs for the new head. They also replaced the muffler and block heater. They have given us to go ahead to place the loader back in service. Staff utilized the newly purchased man basket in conjunction with the forks for the back hoe to replace the holiday banners in the downtown area. The newly purchased banners were hung around Town and look great. The man basket works fantastic and will come in very handy for all kinds of jobs around town.

Thomas McCloskey read the February Parks report. Spring is coming!! Plans are being organized for the upcoming Parks projects around town. Parts lists are being reviewed and inventory checked for projects such as, spring clean-up, required tree trimming, the gazebo and potential restroom at Frank James Park, irrigation replacement and repairs in Eva Horning Park (from tree stump removal last year), restroom renovations at Timberman Park, playground repairs at Eva Horning and others. Lots to be done when the weather allows.

Roni Phillips read the February Fire Department report. 18 Emergency Calls in January (5 EMS, 2 FIRE, 10 Traffic) and 3 Fire Trainings and 1 Medical Training in February.

- 02/03 EMS call for Unresponsive male, 500 Block of 2<sup>nd</sup> Ave
- 02/06 Fire, Truck on fire, Town Pump (5 FF's Resp.)
- 02/06 Request for Public Service, Tarkio off ramp clean up
- 02/09 Fire, Wild land fire, River Ranch Road (4 FF's Resp.)
- 02/09 MVC, Single Vehicle Rollover, West Bound I90 MM49
- 02/13 EMS, Unresponsive Female, 100 Block of Flat Cr
- 02/16 MVC, car vs elk, Interstate 90 MM57
- 02/18 MVC, Single vehicle vs Tree, MM6 Mullan Road East
- 02/19 EMS, Female w/Chest pain, 500 Block of 2<sup>nd</sup> Ave West
- 02/19 EMS, Female Vomiting and Shaking, 800 Block of Tami Dr
- 02/21 MVC, Single Vehicle Crash, West Bound I 90 MM49
- 02/25 MVC, Single Vehicle Slide off, Intersection of Southside and Dry Cr
- 02/26 MVC, Report of Semi Pile up, Unable to locate, dispatch error
- 02/26 EMS, Incoherent Female, 500 Block 2<sup>nd</sup> Ave West
- 02/28 MVC, Single Vehicle Slide Off, West Bound I 90 MM 47
- 02/28 MVC, Semi Wreck (Hit Bridge), I 90 MM 55
- 02/28 MVC, 2x Semi Wreck, Diamond Match and Trout Cr Road
- 02/28 MVC, Semi Wreck, East Bound I 90 MM 54
- 02/07 FF1 Focus Training, 360 Walkaround
- 02/21 FF1 Focus Training, 2<sup>nd</sup> Floor Rescue/Extraction
- 02/28 Black out/Smoke Training

19 Firefighters on the current roster. Over the coming months we will be spending time reinvigorating our junior firefighter program and hope to recruit some high school students.

Discussions have begun on the best route to attract more EMTs and when we will hold our first EMT class here.

Once again, a pretty busy month, especially on the highway. After several somewhat disappointing Demo's for great software, I believe that we have agreed upon one, but money will be an issue. So, we will continue to search out grants or other funding for this as I do not see room for it in the Budget currently. Training has been lots of fun! We are focusing on Firefighter 1 Academy Training to further prepare our 2 Firefighters who will be attending. We did receive word that our American Rescue Plan Grant Application was successfully submitted. Will hopefully hear more soon. This will be a potentially substantial funding opportunity for the Tarkio fire Station. We did however discover that we are a 501C-4 Structure and was discussed that we might consider restructuring to a 501C-3 for better Grant opportunities. More to come!

Bessie Spangler read the February sewer report. All routine sampling and testing are completed. Staff conducted approx. 4 locate requests for the month. Staff utilized the sewer camera to locate a sewer stub for a contractor working on a property on 4<sup>th</sup> Ave East. The final lift station pumps got jammed twice this month. Staff were notified via the new telemetry alert system of the pump failures. The pumps were pulled, cleared of obstructions, and placed back in service. Plans are underway for the water service line installation to supply water to the final lift station and wastewater lagoon UV building. Part of this project will fall under the sewer project, but the service line installation will be done prior. It will also provide a new service line to the concession stand and restrooms at Eva Horning Park.

#### COUNCIL CONCERNS

#### UNFINISHED BUSINESS

#### DEVELOPMENT STANDARDS

The Committee met before the meeting. Tom Orr, Town Attorney attended the committee meeting to discuss a zoning ordinance. Thomas Orr stated the current MT Legislature is trying to stop or severely limit cities and towns zoning authority. There are 6 bills moving through the legislative process that could impact what the Town will be able to do in a zoning ordinance. Thomas Orr advised the committee to work on the draft zoning regulations, but put the rest of the process on hold until after the MT Legislature ends in May. The Council discussed the need to move forward and review and work on the draft regulations and wait until the Legislature ends in May.

#### TRANSPORTATION ALTERNATIVES PROGRAM

The Committee met and went over the maps and the locations for the sidewalk project. The Engineer is preparing the TAP grant application. There will be a public hearing during the regular meeting regarding the Town's TAP grant application for sidewalks at the April 10 meeting. Andy Short stated that committee received the budget for the project as first mapped out. The project will be phased to the \$200,000 grant and the match by the town. With the \$200,000 grant and match it will be around 435 feet of 5-foot sidewalk 4 inches thick. The Committee will meet to finalize the project for the engineer to include in the grant application. Andy Short drafted a letter of support and is asking everyone to get letters of support for the project.

NEW BUSINESS

MINERAL COUNTY RECREATION CLUB—REQUEST CLOSE STREET, USE STREET AND TIMBERMAN PARK

Drew Hanson, stated that the Mineral County Recreation Club will be having Paddle Board Race April 29 from the Big Eddy to the Bridge. There will be vendors, sponsors and other activities during the event. The event is to raise funds to help pay for ski passes for kids. The Club is requesting approval from the Council to close Riverside Ave E from River Street to Cedar Street for the event, also for using Riverside Ave W near 4<sup>th</sup> Street W. for a pick up and drop off for racers coming out of the river and use of section of near the north end of the bridge for staging. They are also requesting approval to use Timberman Park for Parking for participants. The Club will include the Town on their insurance for the event. Council discussed the event and the request. Thomas McCloskey made a MOTION to approve the Mineral County Recreation Club request to close Riverside Ave E from River Street to Cedar Street for the event, also for using Riverside Ave W near 4<sup>th</sup> Street W. for a pick up and drop off for racers coming out of the river, use of section of near the north end of the bridge for staging, allow the use Timberman Park for Parking for participants; Kelly Dillon seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye. The Club will be asked to add the Town of Superior onto their insurance as an additional insured for the event as stated at the February meeting.

CLEAN-UP DAY—SET DATE

Council discussed setting the date for the annual Clean-up Day. Last year Clean-up Day was May 14, 2022. If the Council chooses to stay with the same weekend, we usually have clean-up day the date would be May 13, 2023. Wanda James made a MOTION to set the annual Clean-up Day for May 13, 2023 9 am to 1 pm; Kelly Dillon seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye. The Clerk will contact MMIA for the special event coverage.

RESOLUTION NO. 531 –STAFF PARTICIPATION DURING CLEANUP DAY

Mayor Roni Phillips read Resolution No. 531 authorizing Staff, Mayor and Council to participate in the Town Clean-up Day on a volunteer basis. This resolution makes sure they covered by liability and worker's compensation insurance. Thomas McCloskey made a MOTION to adopt Resolution No. 531 authorizing Staff, Mayor and Council to participate in the Town Clean-up Day on a volunteer basis; Stephanie Quick seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye. The Clerk will request approval from MMIA for the worker's compensation insurance coverage for the volunteers for clean-up day.

RESOLUTION NO. 532— AMEND BUDGET- ADDITIONAL BARSSA FUNDS

Mayor Roni Phillips read Resolution No. 532 amending the FY 22-23 budget to appropriate the additional BaRSSA funds received by the Town. The Town received \$33,173.02 this year. The Town match is 5% per state law in the amount of \$1659, out of general fund. We budgeted for \$28,200 and a \$1414 match for FY 22-23. This resolution amends the budget for the receipt and use of the additional funds. Kelly Dillon made a MOTION to adopt Resolution No. 532 amending the FY 22-23 budget to appropriate the additional BaRSSA funds received by the Town; Thomas McCloskey seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll

Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

#### RESOLUTION NO. 533—AMEND BUDGET—MT DPHHS INJURY PREVENTION PROGRAM

Mayor Roni Phillips read Resolution No. 533 amending the Fire Department Special Projects Fund budget for the DPHHS Core State Injury Prevention Program Mini-Grant. Dawn Bauer wrote the grant for the Fire Department. The grant is for \$5000. The grant is to be used for Bike/Skate helmets, Gun Locks, car seats and mental health information that the fire department will give out at events and as needed. Wanda James made a MOTION to adopt Resolution No. 533 amending the Fire Department Special Projects Fund budget for the DPHHS Core State Injury Prevention Program Mini-Grant; Bessie Spangler seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

#### CAPITAL IMPROVEMENT PLAN UPDATE

Council reviewed and discussed the updated Capital Improvement plan. Discussed various projects. Council requested the Clerk to prepare the Resolution to adopt the updated plan for the April meeting.

#### PARKS MASTER PLANS UPDATE

Council reviewed and discussed the updated Master Plan for all parks and the individual master park plans. Council requested the Clerk to prepare the Resolution to adopt the plans for the April meeting.

LEGAL None

#### 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, quarterly and annual 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.

Work with Engineer on sewer project.  
Work on records management  
Update pay matrix.  
Prepared Development Standards Committee Agenda.  
Work on Audit preparation.  
Email MMIA with Employment Practices Coverage application and resolution.  
Prepare Development Standards committee minutes.  
Prepare Resolution No. 531 – Staff Participation in Clean-up Day  
Prepare Resolution No. 532 Budget Amend for additional BaRSSA funds and match  
Prepare Resolution No. 533 Budget Ament DPHHS grant  
Set up grant files.  
Start working on preliminary budget.  
Prepared and mailed quarterly newsletter.  
Uploaded quarterly newsletter to website.  
Met with planner on Annexation petition  
Set up annexation file.  
Work with attorney on development standards, zoning.  
Finished Capital Improvement plan update  
Finished Park Plans update.  
Prepared Generator Project Bid Reject paperwork.  
Work with Engineer on TAP grant project.

#### CONSENT AGENDA

The 3 claims and checks that were cancelled were outstanding more than one year and had been reissued, but remained outstanding. Kelly Dillon made a MOTION to approve the Consent Agenda as presented, Town Claims 37174-37226 February Cash reconciliations, February Financial reports, February pledged securities reports, February Journal and UB Vouchers, and February Budget reports, cancelled claims 36492, 36496, 36497 and checks 32121, 32123, 32138 outstanding more than one year; Wanda James seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

#### ADJOURNMENT

There being no further business before the Council Thomas McCloskey made a MOTION to adjourn until the next regular meeting April 10, 2023; Wanda James seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangle-aye.

Roni Phillips, Mayor

Attest:

Brenda Schneider, Town Clerk