

The regular meeting of the Town Council was held April 10, 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, 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, Josh Goins, Tifani Amberson, Josh Pecora, Kylie Quick, Abby Wheeler, Clara Wheeler

Absent Councilor 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 March 13, 2023 regular meeting. Kelly Dillon made a motion to approve the minutes of the March 13, 2023 regular meeting; Wanda James seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

CORRESPONDENCE None

PUBLIC COMMENT

Bessie Spangler stated that the Paddleboard Races are postponed until later in the summer for better weather.

COUNCIL REPORTS

Wanda James read the March Animal report. Nothing new to report.

Stephanie Quick read the March Water report. All routine sampling and testing completed. Staff purchased the spill proof pallet and prepared a place for the storage of our chlorine drums. The shipment of chlorine arrived and will be offloaded with the remainder of the containers to be stored in the new spot. All is working well so far. Water meters were installed in 3 new homes in town. The proper paperwork was filed at the office and the 3 new customers now have water! Staff assisted the Godin crew with the removal of 2 large trees by the water tank. The trees were creating a hazard and risk of falling and damaging the towns water storage tank up Flat Creek. The District Forest Ranger was advised of the activity and kept aware of the progress. Brush has been stacked and will be burnt when conditions allow.

Roni Phillips read the March Court report. 9 initial appearances, 5 omnibus hearings, 4 Status hearings, 3 appearances 1 Change of Plea. Assault. Undersheriff Way Cashman reported that there was a drug arrest last Friday that involved drug paraphernalia and fentanyl.

Kelly Dillon read the March Streets report. Snow plowing and graveling continue as needed around town. Shadow asphalt has been contacted to get quotes for this year's blacktop work. Several areas in town are on the list including the partial repaving of Arizona Ave by the high school which is in bad shape. Pothole repair will commence as weather allows.

Thomas McCloskey read the March Parks report. Spring is coming! Plans are being organized for the upcoming park 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. Thomas McCloskey asked about the electrical outlet with a missing cover near the dugout at Eva Horning Park. Rodney stated that there is no power going to the outlet box, but will put a cover on the box.

- Roni Phillips read the March Fire Department report. 14 Emergency Calls in January (4 EMS, 5 FIRE, 3 Traffic/MVC, 1 Rescue, 1 Assist) and 3 Fire Trainings and 4 Medical Training in February. 3 Calls in Town limits, 11 calls in Rural District. 03/03 MVC –Jack knifed Semi, MM 62.5 I 90 West Bound
- 03/05 MVC- Single Vehicle Rollover- MM 44.5 I 90 West Bound
- 03/07 MVC- Single Vehicle Rollover- MM 54 I 90 East Bound
- 03/10 FIRE- Mutual Aid- ST Regis- Idaho Forest Group
- 03/11 EMS- Unresponsive Male- Approx. 3 Miles up Dry Cr Road
- 03/14 FIRE- Wildland Fire (Controlled Burn) – MM55 South of I 90
- 03/18 ASSIST- Active Shooter- Traffic Control- ST Regis
- 03/19 FIRE- Wildland/Escaped Burn- 271 Miller Lane
- 03/19 EMS- Broken Leg- 729 Sunrise Creek Road
- 03/20 FIRE- Wildland Fire/Escaped Burn- 23 Shaw Gulch
- 03/21 FIRE- Wildland Smoke Report- Thompson Peak, Unable to Locate
- 03/24 RESCUE- Collapsed Garage- 304 3rd Street West, Superior
- 03/26 EMS- Cardiac/Chest Pain- 3938 Diamond Match Road
- 03/30 EMS- Lift Assist- 865 Tami Drive East
- 03/07 Business Meeting- Officers
- 03/07 Classroom Exercise- Command Control
- 03/07 Post Resuscitation and Oxygenation
- 03/14 First Floor Blind Rescue
- 03/28 FF1 Timed Gear Ups
- 03/29 Training with Karyn Ridgeway, Medical Director

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. **Departmental Updates:** March was a little bit of everything! We saw everything from car crashes to the start of wildland season and most everything in between. A somber day on the 18th that was the shooting in St Regis of which a few of our personnel were involved in. We have established a fundraiser on April 22nd, here at the Fire Hall, that will be a donation for lunch to raise money and awareness for Body Armor for our First Responders. We have teamed up with Mineral Community Hospital for this Event.

We also took over the Annual Superior Easter Egg Hunt at Eva Horning Park from the Search and Rescue. It was a bit last minute but we have a great group of Firefighters that stepped up and made it a FANTASTIC first year!

We had a change to who would be representing us at the Fire Academy this year. Kyle Zenor is choosing to wait as he just started a new business and Josh Pecora will be going in his place. Tifani Amberson is still slated to be our first female to attend and we are all excited for her!

Scott Dodd reported that the department vehicles now carry Narcan and they are trained to administer Narcan.

Bessie Spangler read the March sewer report. All routine sampling and testing are completed. Staff conducted approx. 4 locate requests for the month. 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. Staff assisted Superior Septic with a plugged service line on Montana Ave. Bill was able to clear the line after removing a large plug of wipes. Staff was able to locate and map the service line for future reference. Superior Septic advised of a potential issue with tree roots in a sewer main off of 6th street west. Staff first raised the manhole in the alley to ground level by adding 5 riser rings. Staff used the jet trailer to clean the main in that area. A large plug of tree roots was removed from the line. The mains in that area were cleaned and restored to good working order.

COUNCIL CONCERNS

Council Discussed the community decay at 110 1st Street caused by the remains of the trailer house fire. The lot belongs to Herman Berneking. Discussed sending a letter regarding the need to cleanup the lot as the condition of the lot is a violation of the community decay ordinance. The concern of sending a letter at this time due to Herman's illness was discussed.

Thomas McCloskey talked about the DNRC Urban Community Forestry Grants that will be available soon. The Town will research and pursue a grant.

UNFINISHED BUSINESS

DEVELOPMENT STANDARDS

Nothing new at this time, still waiting to see what the Legislature is going to do on several zoning bills.

NEW BUSINESS

SUPERIOR HIGH SCHOOL BUSINESS PROFESSIONALS OF AMERICAN (BPA) REQUEST DONATION

Clara Wheeler a representatives of the Superior High School Business Professionals of America (BPA) spoke about the BPA group and introduced Kylie Quick and Abby Wheeler. Kylie Quick and Abby Wheeler talked about the BPA group. Members of BPA participate in various events, such as web design, interviewing, computer security, medical diagnostic coding, word processing, etc. 5 Superior High School students qualified for the National Leadership Conference in Anaheim, California on April 25-30 this year. Kylie Quick talked stated the estimated cost for each student to attend is \$2,000 for a total of \$10,000. Every BPA member has participated in multiple fundraisers over the year. The funds raise also pay for members to attend regional and state competitions. Currently they have \$2000 from donations and sponsors. They are talking with businesses for donations and seeking sponsors. The BPA group has a yard sale fund raiser at the Superior Elementary School Gym April 16, 2023. Wanda James stated that this is a worthy cause and suggested that if 5 people from the Town donated \$100 each individually it would be a \$500 donation. Donation forms are available.

TRANSPORTATION ALTERNATIVES PROGRAM—SIDEWALK PROJECT PUBLIC HEARING

Mayor Phillips closed the regular meeting at 6:56 pm and opened the public hearing.

Mayor Phillips stated that the purpose of the public hearing is to hear public comment on the proposed Transportation Alternatives Program (TAP) grant application for a sidewalk project.

The Transportation Alternatives (TA) Program provides funding for a variety of generally smaller-scale transportation projects that includes pedestrian and bicycle facilities. Funding includes costs for the construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities and more specifically, sidewalk improvements on any public road in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school as is the case with this project.

The proposed project includes the construction of a 5'-wide, ADA compliant, concrete sidewalk on the northeast side 4th Avenue East that would connect to sections of existing sidewalk and the construction of new sidewalk on 4th Avenue East between Pennsylvania Avenue and Arizona Avenue. The project also includes the construction of new sidewalk on Pennsylvania Avenue that would connect to the existing sidewalk on southwest side of 4th Avenue East. Since this project would be funded by the Montana Department of Transportation (MDT), the sidewalks will have to be designed by MDT design standards.

The installation of curb and gutter is not anticipated with this project since there are no drainage issues in this area of Town and the grade is relatively flat.

There are strict budget requirements for this Program that must include costs for:

- Construction (which includes 2-year inflation and contingency)
- Preliminary Engineering
- Construction Engineering
- Utility and Right-of-Way requirements (not anticipated on this project)
- MDT Incidental Cost Rate (MDT is required by law to collect indirect costs associated with project development)

A local match of **13.42%** is required for each phase of the project.

The purpose of the project is to construct sidewalks that would connect to the existing sidewalks in the area to allow pedestrians to safely access the Superior High School and the Superior Elementary School as well as the rodeo grounds.

Thomas McCloskey asked about the need to have an engineer and the cost of the engineering. Andy Short responded that all applicants are required to have the project engineered the engineering is required by the state for the project for all applicants.

Reviewed the costs for the project. The estimated cost of the project is \$224,810.23. The TAP grant share is 86.58% of the total project \$194,640.70. The Town's required match is 13.42% of the total project \$30,169.53.

Schedule

Application is due – April 12, 2023

Application scoring is completed by MDT and tentative awards are announced – July/August 2023

Tentative awards are presented by MDT to the Transportation Commission for approval – September/October 2023

Agreements for funding are executed – November/December 2023

Contracts with Town Engineer for design are executed and project design begins – January-2024

May 2024 Project bidding and construction – 2025-2027

Thomas McCloskey stated that the sidewalk project is good and needed. Thomas McCloskey stated that the completed project will keep the kids safer as they walk to school.

Scott Dodd stated that the sidewalk project is needed.

No further comments.

Mayor Phillips closed the public hearing at 7:00 pm and reopened the regular meeting.

TRANSPORTATION ALTERNATIVE PROGRAM SIDEWALK PROJECT GRANT APPLICATION

Thomas McCloskey made a MOTION to approve submission of the Transportation Alternative Program (TAP) Sidewalk Project Grant application; Bessie Spangler seconded MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

PETITION OF ANNEXATION- ANDY SHORT, COUNTY PLANNER

Council discussed the petition to annex property into the Town limits from Josh Goins. The property is located at 1502 4th Ave E. Wanda James made a MOTION to set a public hearing on the petition to annex May 8, 2023; Thomas McCloskey seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye. The Clerk was instructed to prepare and publish notice of the public hearing.

USE OF SKATEPARK—THOMAS MCCLOSKEY

Thomas McCloskey requested approval for the use of the skatepark for RC car races in June. The skatepark would be closed 4-5 hours for the event. They would have a table with remote control cars that kids could use and others could bring their own. Discussed put a warning sign the RC cars are not allowed in the skatepark with the exception of the sponsored event. Council discussed the request. Wanda James made a MOTION to approve the request to use the skatepark for RC car races; Stephanie Quick seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

RESOLUTION NO. 534 ADOPT UPDATED CAPITAL IMPROVEMENT PLAN

Mayor Phillips read Resolution No. 534 adopting the updated Capital Improvement plan. Council discussed the Capital Improvement Plan and the resolution. Kelly Dillon made a MOTION to adopt Resolution No. 534 adopting the updated Capital Improvement Plan; Thomas McCloskey seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

RESOLUTION NO. 535 ADOPT UPDATED PARKS MASTER PLANS

Mayor Phillips read Resolution No. 535 adopting the updated Master Plan for all parks and the individual master park plans. Council discussed the Master Park Plan and the Individual Park Plans and the resolution. Wanda James made a MOTION to adopt Resolution No. 535 adopting the updated Master Park Plan and the Individual Park Plans; Kelly Dillon seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

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, and quarterly.
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.
Set up new water and sewer accounts.
Submitted request to MMIA for work comp for cleanup day—approved.
Prepared and posted budget amendment for BaRSSA funds Resolution 532.
Prepared and posted budget amendment for FD Core grant Resolution 533.
Prepared Resolution 534 updating the Capital Improvement Fund.
Prepared Resolution 535 updating Park Master Plan and Individual Park Plans.
Prepare and email requests for TAP grant letters of support.
Prepare donation list in excel for Easter Egg Hunt.
Set up restricted cash for the annual Easter Egg Hunt.
Webinar—Chemnet DER
Prepared public notice of TAP grant public hearing.
Advertised TAP grant public hearing.
Posted TAP grant public hearing on town website.
Work on preliminary budgets and information.
Set up spreadsheet to track smaller grants for the departments
Submitted request to MMIA for work comp for Easter Egg Hunt—approved.
Prepare semi-annual and special response firemen stipend report, claims and checks
Prepared and mailed invoice for ½ AD&D firemen insurance to Rural Fire District.
Receipted and posted ½ AD&D firemen insurance from Rural Fire District.
Prepare Park Laborer employment advertisement and sent to newspaper.
Posted Park Laborer employment advertisement on the town website.
Went to Courthouse with paperwork for Street Sweeper. Got the exempt sticker.
Webinar-APT US&C Financial Update regarding banking.
Scan and email the letters of support for the TAP grant to the engineer for the application.

Prepare Clean-up Day poster.
Updated the Clean-up Day information on the town website.
Prepare 50/50 sidewalk invoice for the monthly reimbursement payment for 640 4th Ave E.
Set up excel tracking sheet for 50/50 sidewalk project for 640 4th Ave E.
Prepared and submitted MMIA annual group form for health insurance.
Prepared and submitted the annual ARPA U. S. Treasury funds report.

CONSENT AGENDA

Kelly Dillon made a MOTION to approve the Consent Agenda as presented, including the payment of Town Claims 37227-37298 in the amount of \$69,534.65 on April 11, 2023, March Cash reconciliations, March Financial reports, March pledged securities reports, March Journal and UB Vouchers, and March Budget reports; Wanda James seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

ADJOURNMENT

There being no further business before the Council Stephanie Quick made a MOTION to adjourn until the next regular meeting May 8,2023; Wanda James seconded. MOTION passed 5 ayes, 0 nays, 0 abstain, 1 absent. Roll Call: Thomas McCloskey-aye, Kelly Dillon-aye, Shirley Iwata-absent, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye.

Roni Phillips, Mayor

Attest:

Brenda Schneider, Town Clerk