

The regular meeting of the Town Council was held July 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

Under Sheriff Wayne Cashman

Andy Short, County Planner

Citizens: Sherry Goins, Drew Hanson

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 June 12, 2023 regular meeting.

Thomas McCloskey made a motion to approve the minutes with the correction of changing the word Ave. to Drive on page 188 under the Sewer report, of the June 12, 2023 regular meeting; 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.

CORRESPONDENCE None

PUBLIC COMMENT

Drew Hanson thanked the Town for allowing him to leave some lumber on the town property near the office for a week.

COUNCIL REPORTS

Wanda James read the June Animal report. Nothing to report... No dogs running after the Fire Works.

Stephanie Quick read the June Water report. All routine sampling and testing completed. The Rf project is approx. 70% completed. Work will continue as time allows. Andy has installed about 35 more RF readers. 4th. Ave is almost done.

Roni Phillips read the June Court report. 10 initial appearances, 10 omnibus hearings, 2 Status hearings, 4 appearances 3 Change of Plea and 1 Order to Show Cause. Wayne Cashman, Undersheriff, reported that the Sheriff's Office is officially out of the Writ of Mandamus.

Kelly Dillon read the June Streets report. Still waiting to hear from Shadow Asphalt and the timing of our blacktop work. Street sweeping will continue as time allows. The Clerk reported on the status of the fuel tax funds that will be received from the state in FY 23-24.

Thomas McCloskey read the June Parks report. Staff has been full speed ahead with the parks. The irrigation systems are up and running. We now have Thomas Richards for our summer help. He's doing a great job for us. Thanks Thomas. Thomas McCloskey reported that the RC racing event at the skatepark went well. They had 20-25 kids attend the event.

Roni Phillips read the June Fire Department report. 15 Emergency Calls in May (3 EMS, 5 FIRE, 7 Traffic/MVC, 0 Rescue) and 2 Fire Trainings and 2 Medical. 4 calls in Town limits, 11 calls in Rural District.

- 06/07 MVC- mm51 I90- Unable to Locate

- 06/07 FIRE- 291 River Gorge/Tarkio- Smoke alarm unknown
- 06/08 FIRE- 285 Terrace Court- Neighbor called in burn pile
- 06/08 MVC- mm53 I90- Multiple vehicle crash on Bridge deck
- 06/08 MVC- mm60 I90- Single vehicle rollover
- 06/09 MVC- mm53 I90- Single vehicle crash
- 06/09 FIRE- 348 Riverbend- Lightning strike
- 06/09 EMS- 304 2nd Ave- Medical Assist
- 06/09 MVC- mm56 I90- Single Vehicle Crash
- 06/07 EMS- 207 Pine St- Medical Assist
- 06/11 EMS- 310 River Street- Head Laceration
- 06/20 MVC- mm 1 Mullan Rd East- Single Vehicle over Embankment
- 06/25 MVC- mm53 I90- Multiple Vehicle Crash
- 06/27 FIRE- Quartz and Cougar Creek- Multiple Lightning Strikes
- 06/27 FIRE- 42 Flat Creek- Power Lines in Trees
- 06/06 Fire Training- Initial Attack Dynamics with Front Bumper Hose
- 06/05-06/09 HAZWopper Training 40 Hour HazMat Response
- 06/13 QRU Training- Mass Casualty Triage/State Guidelines
- 06/20 Fire Training- Engine 373 Hose Testing
- 06/25 QRU/FIRE- Active Shooter Training with Mineral Comm. Hospital

23 Firefighters on the Roster. We have added 2 new Firefighters to our growing Tarkio group. We added 1 new Firefighter to our Town/Rural Crew. We have also added another young lady to our Juniors Program.

June. Where do we start? A lot happened in the Month. Some really great training starting with 2 of our crew going to a week-long Hazardous Materials Response Training. Then on the 25th we were able to participate in a joint training at the Superior Elementary School for an Active Shooter Training and gunshot wound care put on by Mineral Community Hospital. What a great thing for several of our agencies to come together and learn more about how we can all help in those particular scenarios!

We did receive our newest edition to the Tarkio Station in the form of a Type 6 Wildland Engine. It is very similar to our type 6 here in Superior and will be a great fit out there. More on that with pictures next month as we get it outfitted and in action!

Thomas McCloskey asked about the software needed to report and track fire department calls. Scott Dodd is waiting on a proposal to be budgeted.

Bessie Spangler read the June sewer report. All routine sampling and testing are completed. Staff conducted approx. 12 locate requests for the month. Staff found the final lift station pumps jammed once this month. The pumps were raised, the obstructions were cleared, and the lift station was placed back in service. The Clerk reported that the town has been awarded the DNRC Renewable Resource Grant and Loan Program (RRGL) grant in the amount of \$125,000 for the sewer project. The town now has \$4,644,295 in grants and local funds for the sewer improvements project. The Town's Engineers are working on the design and plans for the project, which will be completed by September 2023. The Design and plans will be reviewed by the Montana Department of Environmental Quality before the project can be advertised for bids. The MDEQ review will take at least 60-90 days. The project will be bid in October 2023. Construction should start in December of 2023 or Spring of 2024. A winter shutdown of the project is expected. We are planning for construction to be completed by November of 2024.

COUNCIL CONCERNS

Bessie Spangler stated that people are parking right up to the corners on River Street intersections and also on 4th Avenue at Pine Street lowering visibility for drivers entering the streets from the intersections. Discussed painting the corners to indicate no parking. The Clerk will email Kevin Managhan, MDT, about painting the intersections on River Street.

UNFINISHED BUSINESS

DEVELOPMENT STANDARDS

Andy Short, Planner, stated that the new law regarding a Family Transfer in a subdivision will not require a review. Andy recommended looking at evasion criteria. Most of the legislative bills that pertain to zoning have an effective date of October 1, 2023 and a few January 1, 2024. The Montana League of Cities and Towns is going to provide training on the new laws. The Clerk will give the town attorney the information for the training.

NEW BUSINESS

RIVER STREET FESTIVAL REQUEST—CLOSE STREET AND USE TIMBERMAN PARK

The Mineral County Recreation Club requested approval to close Riverside Ave E from River Street to Cedar Street, use of Town easement area on the North side of the river near the bridge, and approval to use Timberman Park for parking during the River Street Festival on August 19, 2023. They will add the Town as an additional insured to their insurance.

Council discussed 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, use of Town easement area on the North side of the river near the bridge, and approval to use Timberman Park for parking during the River Street Festival on August 19, 2023; 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.

110 1ST STREET- COMMUNITY DECAY—ATTORNEY LETTER TO PROPERTY OWNER

Council discussed having the Town Attorney send a letter to property owner Herman Berneking regarding the cleanup of the burned-out trailer and debris on his lot at 110 1st Street. Kelly Dillon spoke with Mr. Berneking about cleaning up the lot. Mr. Berneking does not think that the mess is his responsibility. Kelly Dillon made a MOTION to approve having the Town Attorney send a certified letter to Herman Berneking, property owner of 110 1st Street, regarding the cleanup of the burned-out trailer and debris on his lot; 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.

UPDATE I90 SUPERIOR SIGN

Council discussed the Welcome Sign near the hospital which is very faded. The Town updated the sign in 2018. Council discussed the wording and art of the sign. If the Town replaces the sign with the current art, and just word changes the cost would be \$600. If the Town replaces the sign with a new design the cost would be \$650. Council discussed the changes to the wording on the sign. Changes--Remove – Fishing. Change River Floating to River Access, Remove -New Playground and Add-Skatepark & Picnic Area.

Wanda James made a MOTION to approve keeping the existing art on the sign and changing the words as discussed; 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. The Clerk will contact Matt Clyde with the changes and order the sign.

SUPERIOR MEATS—REQUEST LETTER OF SUPPORT FOR GRANT

Superior Meats is applying for a Local Meat Capacity Grant from the USDA. They are requesting a letter of Support from the Town for the grant application. Council discussed the request. Thomas McCloskey made a MOTION to approve sending a letter of support for the Superior Meats grant application for a Local Meat Capacity from the USDA; 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.

RESOLUTION NO. 537—AMEND BUDGET—MINIMUM ALLOCATION GRANT FUNDS

Roni Phillips read Resolution No. 537 amending the FY 22-23 Sewer Budget for a portion of the Town's Minimum Allocation Grant that will be expended in June for the sewer improvements project. The remaining amount of the grant will be budgeted in FY23-24. Thomas McCloskey made a MOTION to adopt Resolution No. 537 amending the FY 22-23 Sewer Budget for a portion of the Town's Minimum Allocation Grant that will be expended in June for the sewer improvements; 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.

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.
Work on Lock Out Tag Out procedures with PWS/
Report new hire to state.
Webinar—MMIA Child Abuse program
Enter RF information into UB accounts.
Completed MDT survey.
Research Greens at Cedar Creek and River Ridge Subdivision documents for County Planner.
Work on year-end closing vouchers.
Work on preliminary budgets
Work on Annual Financial Report worksheets.
Prepare, balance and post annual compensated absences for FY 22-23.
Work on FDRA compliance testing form for FY 22-23.
Prepare and send letters to Rural Fire Dept for reimburse ½ of QRU expenses.
Prepare and mail 50/50 sidewalk statement.
Prepare and mail water/sewer plant investment fees statement.
Prepare and post journal vouchers for FY 22-23 accrued accounts receivable.
Prepare FY 23-24 liability insurance forms for MMIA.
Prepare Resolution No. 537 amend sewer improvements budget FY 22-23.
Prepare and mail annual Water and Sewer Delinquency letters.

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

Public Budget hearing is scheduled for Wednesday August 9, 2023 at 6:30 pm. The notice is prepared and scheduled to be published.

CONSENT AGENDA

Council discussed the invoice for Safe Life Defense in the amount of \$3612.60 for the Body armor vests for Fire Department and first responders. Funds are from the fundraiser for the vests. Kelly Dillon made a MOTION to approve the Consent Agenda as presented, to include invoice for Safe Life Defense in the amount of \$3612.60, including the payment of Town Claims 37415-37478 in the amount of \$135,892.63 on July 10, 2023, and Void Claim 37471 in the amount of \$74.40; 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.

ADJOURNMENT

There being no further business before the Council Kelly Dillon made a MOTION to adjourn until the next regular meeting August 14, 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