

## **April 10, 2018 Public Hearing (Resolutions 2018-04 to 2018-09)**

Council Members in attendance were Matt Greemore, Davey Banks, Nolan Frandsen, and Annette McLean. Joe Willauer was absent. Also in attendance were Mayor Thomas Hyndman, Clerk/Treasurer Kristi Millhouse, and Maintenance Supervisor Sam Novich.

**Guests:** Robert Lancaster, Clyde Carroll, Rick and Missy Zahn, Joy Day (Library Advisory Board), Molly Pritchard, Silvia Schwartz (Library Board), Greg Schwartz, Town Attorney Lori Harshbarger, Madison County Sheriff Roger Thompson, Geoff Hamill (Madisonian)

Mayor Hyndman called the public meeting to order at 6:50 pm.

**Resolution 2018-04 (Increase Water Rates):** Mayor Hyndman gave a brief summary of the water resolution 2018-04. The base rate for the water is going from \$28.50 to \$31.00 (\$2.50 increase). The usage rate will go from \$.50 to \$.75 and the late fee will increase to 10%. There will be a 2% increase the following 5 years. Mayor Hyndman asked for any public comments regarding the resolution. No questions from the public. Mayor Hyndman asked for a motion from the Council for Resolution 2018-04. Matt made a motion to approve Resolution 2018-04 on the water system rate increase. Nolan seconded the motion. Mayor Hyndman asked if there were any additional questions regarding the resolution. Mayor Hyndman took a roll call vote – Annette (yes), Nolan (yes), Davey (yes), and Matt (yes). Motion passed with a unanimous vote.

**Resolution 2018-05 (Increase Sewer Rates):** Mayor Hyndman gave a brief summary of resolution 2018-05 for the sewer rates. The base rate for the water is going from \$36.89 to \$46.89 (a \$10.00 increase) for a 3/4 "line. There will be a 2% rate increase the following 5 years. The late fee will increase to 10% and the sump pump fee will go from \$5.00 to \$10.00.

Clyde Carroll asked the Council to justify the 100% increase on the sump pump. Matt explained that our system is based on these increases and the increases have not been applied over the past 5 years. The Town's expenses have increased over the years and we need to make sure that the Town stays in the black on the water and sewer funds. The other option instead of taking such a large base rate increase is to base the sewer system on gallons and we have no way of measuring that other than to go off of water usage. Users of the sewer system would be billed for sewer usage that is not actually going down the line. Clyde commented that he has 2 sump pumps in his house and they have not been used since 2011. He asked if he were to remove them how does he go about notifying the Town. Matt commented that Clyde should notify Kristi and then she will have Sam or Rick verify that the sump pumps are gone.

Annette received a letter from Dave Smith regarding the upcoming water/sewer rate increase. He commented that the letter was incorrect regarding the water usage being part of the base rate, and he felt that this should have been corrected. He does not agree with the sump pump charge going up to \$10.00 and he would like the council to look at amending this figure. Mayor Hyndman asked for other comments from the public.

Robert Lancaster asked what happens if there is an emergency situation that water needs to be pumped out of the house. Mayor Hyndman commented that it can be pumped out onto the ground. Sam commented that we had a situation several years ago that we were almost unable to take all the water in because the sump pumps were pumping so much water out. If we can't take all the water in then we would ask individuals to pump the water out in to the yard. Sam commented that individuals cannot pump water into septic system. The sump pump fee allows individuals to pump water to the septic system. It is ok for an individual to pump water out onto their own yards.

Mayor Hyndman asked for a motion from the council to raise the sewer rates effective July 1, 2018. Matt commented that we need to address the sump pump charge. Discussion followed regarding the sump pumps. Matt commented that there are 57 sump pumps in Town. Mayor Hyndman asked for a motion for resolution for 2018-05. Resolution 2018-05 failed because no motion was made.

Annette made a motion to amend Resolution 2018-05 to delete the sump pump charge of \$10.00 and keeping the sewer rate at \$46.89 per EDU. Matt seconded the motion. Mayor Hyndman asked for any other questions or comments. Mayor Hyndman took a roll call vote. Annette (yes), Matt (yes), Davey (yes), and Nolan (yes). Motion passed with a unanimous vote. The Council will discuss the sump pumps at a later date.

Mayor Hyndman asked Geoff Hamill to please notify the public that they are being recorded.

**Resolution 2018-06 (Health Benefits for Elected & Contracted Officials):** Mayor Hyndman gave a brief summary of resolution 2018-06 to the public. Resolution 2018-06 is allowing contracted and elected officials to purchase the Town's Health Benefits at their own expense. Kristi explained that it is allowing the Mayor, Council, Judge, or Attorney to be part of the Town's Health Insurance at their own expense. The resolution came directly from MMIA. Mayor Hyndman asked if there were any additional questions from the public. Mayor Hyndman asked for a motion on Resolution 2018-06. Annette made a motion to approve motion 2018-06. Davey seconded the motion. Mayor Hyndman asked if there were any other questions from the Council. Matt asked if the resolution states until the contract is terminated. Kristi pointed out to Matt that the bottom of the resolution states until contract is terminated. Mayor Hyndman took a roll call vote. Matt (yes), Annette (yes), Davey (yes), and Nolan (yes). Motion passed with unanimous vote.

**Resolution 2018-07 (Committing \$5,000 to the Capital Improvement Plan Project):** Resolution 2018-07 is committing the Town to matching funds of \$5,000 for a TSEP grant that the Town received for updating the Capital Improvement Plan. Mayor Hyndman asked for public comment or questions on resolution 2018-07. No comments. Mayor Hyndman asked for a motion. Matt made a motion to accept resolution 2018-07. Davey seconded the motion. Any additional questions. Mayor Hyndman took a roll call vote. Annette (yes), Matt (yes), Davey (yes), and Nolan (yes). Motion passed unanimously.

**Resolution 2018-08 (Updating resolution 2006-05 Official Posting Areas):** Mayor Hyndman commented that resolution 2018-08 is updating the posting areas around Town. Mayor Hyndman asked for any questions or comments from the public. Davey made a motion to approve resolution 2018-08 for updating posting areas. Motion was seconded by Nolan. Mayor Hyndman asked if there were any additional question or comments. With no additional discussion Mayor Hyndman took a roll call vote. Annette (yes), Matt (yes), Davey (yes), and Nolan (yes). Motion passed unanimously.

**Resolution 2018-09 (Surplus Public Auction):** Mayor Hyndman commented that resolution 2018-09 is to approve of the Town getting rid of items that are no longer needed. Mayor Hyndman asked for any comments or questions from the public. No comments. Mayor Hyndman asked for a motion from the Council. Nolan made a motion to approve resolution 2018-09 to get rid of surplus property. Davey seconded the motion. Mayor Hyndman asked for any additional questions or comments. With no further discussion, Mayor Hyndman took a roll call vote Annette (yes), Matt (yes), Davey (yes), and Nolan (yes). Motion passed with a unanimous vote.

The public hearing adjourned at 7:27 pm. At this time Clyde Carroll left the meeting.

ATTEST:

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Mayor Thomas Hyndman

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Clerk, Kristi Millhouse

## **April 10, 2018 Regular Council Meeting**

Mayor Hyndman called the meeting to order at 7:28 pm.

Council Members in attendance were Matt Greemore, Davey Banks, Nolan Frandsen, and Annette McLean. Joe Willauer was absent. Also in attendance were Mayor Thomas Hyndman, Clerk/Treasurer Kristi Millhouse, and Maintenance Supervisor Sam Novich.

**Guests:** Robert Lancaster, Rick and Missy Zahn, Joy Day (Library Advisory Board), Molly Pritchard. Silvia Schwartz (Library Board), Greg Schwartz, Town Attorney Lori Harshbarger, Madison County Sheriff Roger Thompson, Geoff Hamill (Madisonian).

**Public Comment:** No comments

**Great West Engineering:** No representative. Mayor Hyndman notified the Council that Great West Engineering was picked as the consulting engineering firm for the 6<sup>th</sup> Avenue Project. Kristi notified the Council that we will be having a meeting with Great West, School, and Town on May 11<sup>th</sup> at 9:30 am.

**Sheriff's Report:** Roger Thompson commented that it has been very quiet around the Town. There is some counterfeit money going around right now. It happens every 6 months, so please be aware of this. The Sheriff's Department responded to (1) citizen assist, (1) fraud/scam, (1) Theft/Burglary, (1) Traffic Complaint/ Abandoned Vehicle. They spent a total of 40 hours in Twin Bridges for the Month of March.

Roger Thompson also commented that they had 2 citizens of Twin Bridges help stop a burglary. Roger was thankful for their help. Any help the public can provide to stop the thefts is beneficial for the Sheriff's Department.

Roger Thompson commented that he noticed that the speed sign is up and running. He is going to try and get another sign this budget season so the Town can keep one. He asked the Town to think about whether they want a solar operated or battery operated sign. Roger commented that the battery operated sign lasts about 2 weeks. Sam commented that they switch the batteries about every 10 days. Annette asked if the accuracy of the solar ones is affected by the lack of sun. Sheriff Thompson responded no it would not be affected by the amount of sun. It has a battery that is solar powered and as long as it is charged it won't affect the accuracy. Sheriff Thompson does not know the difference in price between battery operated and solar power but can look into it.

**Building Compliance (Nate Miller):** Nate Miller wants to move a modular home on to Main Street where Burton Whiting's place was (between Puckett and Daycare). Council reviewed the building application and discussed it. The setback on the front of the house 19' from the property line, not 25'. There was no representative to answers questions. Application does not ask for a variance. Discussion followed.

Annette made a motion to accept the building application with the condition that the house has a 25' setback from the property line. Davey seconded the motion. Annette asked that we contact Miller's to clarify the setback and that they verify it in writing that it has been amended. Matt asked if the water and sewer are up to date on the property. Kristi commented yes, they are. Motion passed with a unanimous vote.

**Madison County Planning Board:** No representative. Council reviewed the report. No questions or comments.

**Library Report:** Silvia Schwartz reported on behalf of the library and is reporting on the back room. The library is asking for the Town's blessing to proceed with getting plans and grants for the back room. They want to make it look like a hunters lodge on one side and the other side will be used for the library with book shelves. They want it finished in log cabin style building which will have the Seidensticker display housed and the remainder will be used for a storage room and meeting room for the library.

Joy Day spoke on behalf of the library as part of an advisory board for the back room. She commented that Great West Engineering did a report in January 2017 that the council has copies of and it states what the library needs to do to renovate the room. They realize they need an architect/engineer to draw up plans for the back room. Joy said she understands the budget and has copies from the Accounting Procedures. She wanted to make sure that the library is ok to raise funds for the back room and is the library ok to get a bid to fix the roof.

Council agreed that it was ok for the library to get bids through the 501 3c as we can't tell them what they can and cannot do regarding the 501 3c. Kristi commented that any funds that are raised will come back and be reported on the Town books as funds held in the 501 3c at closing of the Town's fiscal year because it would be a substantial amount of money that affects the library. Greg Schwartz commented that it shouldn't have anything to do with the Town because it is a separate 501 c3 and part of the library. Kristi commented that Kerstin is aware of this and it does come into play at closing of the fiscal year because the money is being strictly used for the library. It is money that the library has access to and so it needs to be reported to the State. If the Town goes over the \$750,000 ceiling of retained funds reported to the State, then the Town will be required to get an audit done whereas right now we only have to do one every 3 years. The audit costs us \$10,000 a year and our annual financial reports that get sent to the State will cost an additional \$500.

**6<sup>th</sup> Avenue Project:** Jeremiah of Great West Engineering sent via email additional information for the Storm Drain project. He gave the council a couple of different options. Annette commented that in the last meeting the council agreed to go on impervious area to create the district. Council reviewed the information and decided they will take it home and review the information and figure out any questions they have for Great West.

**Sidewalk on North Main Street:** Mayor Hyndman commented that we have an area on South Main Street's sidewalk that needs to be repaired. Mayor Hyndman commented that the Town received a letter from Leonard Haxby regarding Cecilia Kloos's portion. They are wondering if the Town can help any way such as doing an SID against her estate. Discussion followed. The question was asked of Lori, if the Town can apply a tax lien on the property for the sidewalk repairs. Lori will look into it and see what we can work out.

**Attorney's Report:** She called the AG's office again and there is still no answer.

**Maintenance Report:** No accidents to report.

**Lift Station** – Sam commented that the conversation started last meeting regarding the Gorman Rump pump at the lift station which was installed in 2010. Last fall the shaft broke. Discussion followed regarding the pump and repairs. Sam spoke with Craig Pozega from Great West about the Pump. Craig said he has installed a bunch of these pumps and this is the first time that he has heard of one doing this. A new pump is \$4,600 with 3 year warranty. To have the pump repaired it is \$3,650 with no warranty. Annette made a motion to purchase a new pump. Matt seconded the motion. Motion passed unanimously.

**Shop Building Costs** - Sam calculated the building at \$85.00 a square foot. The building is a total of 3168 square feet and he is calculating the building out at \$266,750. It will be more if we put the building out to bid. He broke the building down into 3 phases. First step is the foundation and is using mainly Town labor and the Town purchasing the materials. The second step is the framing and skinning the outside, using a subcontractor, and the Town purchasing the materials. 3<sup>rd</sup> step is the interior using subcontractors (electrical, plumbing, sheet rocker). Discussion followed regarding the financial options.

Kristi will contact MMIA and find out if they will release funds so we can put in the foundation this year. Kristi asked if we get the ok from MMIA are we ok to send the check in for the building permit and start the foundation. Council agreed that this would be ok.

**E. 9<sup>th</sup> Avenue:** Sam gave the council two drawings. One is a 3 way yield with not quite so tight corners and the other is a 3 way stop with tighter corners. He is not planning on going down North Senator, probably just to Lony Shaw's driveway and he won't go all the way down Bayer's Lane. Discussion followed. Sam asked what option the Council would like to go with. Further discussion followed. Nolan commented that the tighter the road the harder for trucks and trailers to maneuver.

Annette made a motion to approve plan B with the yield signs. Motion seconded by Nolan. Motion passed with a unanimous vote.

**Fairground Water Line Update:** Sam explained to the council the plans for the water line going under the river to the fairgrounds. There will be a ¾" meter and shutoff valve and a meter near the fire hydrant on 2<sup>nd</sup> Avenue and there will be a meter and hydrant installed on the other side of the river. Great West Engineering will come in and bore under the river to put the line in. DEQ is going to require a design testing of the water line. The shut off valve on this side of the river will allow us to figure out if there is a leak under the river or somewhere else. Kristi read the letter regarding the fairgrounds water line provided by Dan McCauley.

Annette asked Sam if the Town's water supply is adequate to support a 10" line if there is a fire. Sam answered yes for now but if there is any growth it may not be. The Town has a lot of say on whether it is looped or not. We don't have chlorination so if we have open ended lines then we are subject to having bacteria in our water.

Sam commented that we need a MOU (Memorandum of Understanding) with the County. There needs to be a clear understand that it is our line and our fire hydrant and our water meter but beyond that it is the fairgrounds responsibility. We also need an agreement that we have a utility easement if we need to service something on the fairgrounds property. Sam recommended that we have Dan @ Great West Engineering to write the MOU and then have it reviewed by the Attorney.

Annette made a motion to have Great West start a MOU for the water line. Nolan seconded the motion. Sam asked if we could amend the motion to approve the plans and specify that the start of construction cannot start until the MOU is signed by both parties. Discussion followed and it was decided to make two separate motions. Mayor Hyndman called for a vote. Motion passed unanimously.

Matt made a motion to approve the preliminary plans to go to DEQ with the understanding that the MOU needs to be in place before construction starts. Annette seconded the motion. Mayor Hyndman called for a vote. Motion passed with a unanimous vote.

**Mayor's Report:** Mayor Hyndman reported that he went to the Mayor's Forum in Polson last week. There are 46 new mayors in the State. They went over the water, sewer and land use. They gave an update on the last legislative session and the gas taxes. It was a pretty good meeting and it was well attended. They are going to start moving the training and forum's around the State to different locations. Next year it will be held in Helena.

The National League of Cities and Towns representative was there. Montana has 2 representatives on the national league's board. They are trying to get a lot of the Town's to join the National League. It is approximately \$200. They will talk more about it in Billings next month. He will be in Billings May 8, 9, 10<sup>th</sup>.

May 21<sup>st</sup> will be the Summit at the Wagon Wheel from 9 to 4. Everyone is registered for it.

Next Council Meeting will be Monday, May 14<sup>th</sup> at 7:00 pm.

**Clerk's Report: Budget** – Kristi reported that the council has an updated print out of where we are budget wise right now and everything looks good. She has also passed out a worksheet for FY18-19 to Sam, the Mayor, and Library so we can start working the budget for next year.

Kristi went over the work comp and liability rates with the council. There is a slight increase but not much. She also went over the Health Insurance rates and asked the council to decide on how much they were going to contribute to the employees this year. The council agreed they would continue doing what they have done in the pass and pay the amount that covers the mission plan which is \$637 this year.

**Dog Licenses** – Kristi reported that there are approximately 27 people left that have not paid for a dog license. She has sent out 2 notices and would like to know what the council would like to do. Discussion followed. Kristi will get together with Lori and have her send out letters with fines for those that have not purchased their license.

**Clean Up Day** – Kristi spoke with Allison Wentzel the secretary for the TBCA and she reported that the TBCA is in wanting to help with a Town clean up but would like to do it over two days. We can do the first day as cleaning up Main Street and the second day to do the rest of the Town. Allison will get together with Chad (school superintendent) and find out if the school is interested in being involved.

We also received a letter from Verta Dorseth which Kristi read to the council, supporting the cleanup day but recommended that the Council needs to start with getting the Montana Rail Link Property cleaned up. She would like to see more pride brought back into our community.

**Approval of Minutes:** February 26, 2018 – Matt made a motion to approve the February 26, 2018 Minutes. Davey seconded the motion. Motion passed with a unanimous vote.

Regular Council Meeting of March 13, 2018 – Annette made a motion to accept the minutes of the regular council meeting of March 13, 2018. Motion was seconded by Matt. Motion passed with a unanimous vote.

March 22, 2018 Special Meeting with Bond Council – Matt made a motion to approve the minutes for the meeting on March 22, 2018 special council meeting with bond council. Annette seconded the motion. Motion passed with a unanimous vote.

April 3, 2018. Davey made a motion to approve the minutes from April 3, 2018 Great West Engineering Storm drain district. Nolan seconded the motion. Motion passed with a unanimous vote.

**Claims: Electronic Checks** - Matt made a motion to approve electronic checks 89764 to 89769 (payroll) and 89876 (claims). Motion was seconded by Annette. Motion passed with a unanimous vote.

**Payroll Checks** – Annette made motion to accept payroll checks 5555 to 5574. Nolan seconded the motion. Motion passed with a unanimous vote.

**Claims Checks** – Nolan made a motion to accept claim checks 20301 to 20321. Davey seconded the motion. Motion passed unanimously.

**Council review:** Davey asked if the Town Council can bid on the stuff that the Town is auctioning off. Yes.

Council adjourned at 9:41 pm.

ATTEST:

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Mayor Thomas Hyndman

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Clerk, Kristi Millhouse