

## **May 14, 2018 Twin Bridges Regular Council Meeting**

Council Members in attendance were Davey Banks, Nolan Frandsen, Matt Greemore, and Annette McLean. Joe Willauer arrived at 7:45 pm. Also in attendance were the Mayor Tom Hyndman, Clerk/Treasurer Kristi Millhouse and Maintenance Supervisor Sam Novich.

Guests: Town Attorney Lori Harshbarger, Lloyd Carlson (Twin Bridges Fire Department), Dustin Tetrault (Madison County DES), Margie Edsall (Madison County Weed Board), Roger Thompson (Madison County Sheriff's Department), Jeff Walker, Hoyt Walker, Joe Wiltzen, Gail Banks, Ken Carlson, John Taylor, Chris Knott, and Seth McLean.

Mayor Hyndman called the meeting to order at 7:03 pm. Meeting was held at Twin Bridges Town Hall at 104 E. 6<sup>th</sup> Avenue.

**Public Comment:** Mayor Hyndman asked for any public comment regarding anything not listed on the agenda. No Comments or questions.

**Great West Engineering:** No representative was present from Great West Engineering. Mayor Hyndman commented that Great West was in Twin Bridges last week (May 11<sup>th</sup>) and met with the Town, School and Montana Department of Transportation (MDT). We reviewed the 6<sup>th</sup> Avenue project and the State gave us some additional ideas to improve the water run off situation around the school. There will be additional information coming from MDT and Great West.

**Sheriff's Report:** Sheriff Roger Thompson reported on behalf of the Sheriff's Department. He reviewed the report that was provided by his office and commented that there is a typo on the report. There is one less Suspicious Person and 1 theft. The Sheriff's Department responded to (1) animal problem, (1) Agency Assist, (2) Civil Service, (1) Suspicious Person/Circumstance, (1) theft/burglary, (1) warrant service. The Sheriff's Department spent a total of 31.75 hours in Twin Bridges for the month of April. Sheriff Thompson also reported that they arrested one more person that they suspected was part of the thefts last year. There are at least 2 additional individuals that the Sheriff's Department hasn't been able to catch up with yet.

**Montana Weed Control:** Margie Edsall from the Madison County Weed Board (MCWB) wanted to check with the Town to find out if there were any areas that the Town wanted addressed for weeds this year. There are a few problem areas around Town that they hit every year. Margie also reported that this is the last year for the 6 year agreement between the Town and the MCWB. The MCWB will work on the new agreement and will provide a copy to the Town this fall/winter. If the Town has anything they want put into the agreement, please let Kristi know and she can forward that information to Margie. Margie has also drafted a letter to go out to landowners regarding noxious weeds. The Weed Board is budgeting between \$120,000 to \$150,000 to help land owners with weed management this year. Margie commented that Sam is good about letting the Weed Board know if there is a problem and that the streets in Twin Bridges are in good shape. They use a broadleaf herbicide and try to pay attention to the wind speed, so they do not kill anyone's flowers or gardens.

**Lloyd Carlson & Dustin Tetrault (Twin Bridges Fire Department):** Lloyd commented that they are working with DES on trying to raise the income for the fire department so that they are up to the same financial level as other fire departments. Dustin Tetrault shared the dollar amount of the mills from around the County. Twin Bridges is the second highest mills but they have the lowest value. The goal is to get the Twin Bridges Rural Fire Department up to par with their counterparts. The fire department has received a letter from Commissioner Nye supporting the proposal for a combined fire district. They are looking at an Inter-local agreement between the Town and the Twin Bridges Rural Fire Department. They are looking at doing a mill levy to increase for the fire departments budget. Inter-local agreement allows the Town to contract the fire services to the fire department and they are asking the Town to provide \$15,000 for the fire department. This is a \$7,000 increase from what they are currently providing the fire department. The fire department would take over all of the insurance for the trucks and workers compensation. There will be no change in service. Discussion followed.

Kristi asked how it affects the building and who pays the power and water, etc. as the Town pays for all of that right now. It does not come out of the fire departments budget. Dustin commented that yes the fire department would pay their portion of those bills. The fire department is looking at 20 Mills for the Rural Fire Department to help with \$70,000 budget.

**Hoyt and Jeff Walker (Fence next to car wash):** Hoyt reported that while they were on vacation in Phoenix a fence was put up between Walker's property (car wash) and Four Rivers Fishing building. The

fence does not meet the Town Ordinances. The fence is 8ft. tall and is built backwards. The fence is also two feet over the property line. Hoyt has issues with the fence because there was no certification of the fence line, post stringers should be on the interior side of the fence. He understands there is no permit required for the fence, but he would like the Town Ordinances followed. Walkers are asking the Council to enforce their ordinances, as they are the law makers. The fence should be only 6ft high and the flat side of the fence should be on Walkers side.

Tom commented that finding the pins is up to the property owners. Jeff commented they are just looking at proof of the survey. Town Attorney Lori Harshbarger commented that it is the property owner's responsibility to get a survey done to find their property lines. Both parties should have a survey done and then the Town can address the issues.

Matt stated that the fence has to be six feet and it the flat side needs to be facing the neighbor or it has to look the same on both sides or a variance needs to be requested. Lori advised Jeff to get his own survey.

Further discussion followed. Four Rivers Fishing will lower the fence to six feet and they will fix the way the boards are facing. The boards will be cut in a couple of days but the rest will not be able to be done until the fall as it is a special wood that they got out of Washington.

**Madison County Planning Board:** No report and no representative.

**Library Board Report:** No representative present. The received a written copy of director's report which the Mayor read to the Council.

**Attorney's Report:** Lori reported that she went to Billings to Institute this last week along with Tom and Kristi. The presenters at the convention talked a lot about ethical issues and the role of the attorney to make sure the Town is doing what they are supposed to be doing. The Council needs to find a balance between some of the things that might be discussed outside of a meeting and not making representations to others regarding those issues that are being discussed. One person cannot make a decision for the Town. The Council as a whole that makes those decisions together. Tom as the Mayor should be the only going around and talking to individuals about issues but again not promising anything.

Lori also commented that she did call the Attorney General's office again regarding the library agreement but they have not provided an answer to her question as of yet.

**Maintenance Report:** Sam reported that there have been no accidents.

ISO was here and tested all of the Town's hydrants for water flow. The Town should have a report back from ISO within the next couple of weeks. The last time ISO tested the fire hydrants was in 1984. ISO is trying to get all of the Towns/Cities on a rotation basis so they can check the water flow hydrants more often. ISO suggested that Sam needs to figure out a way to identify each hydrant and then keep track of each time a hydrant is flushed. Sam will look at getting this set up during the winter. There is a flow difference between the older and newer hydrants. Sam would like to mark the hydrants so that the fire department knows how many gallons the hydrant flows and they can document which one they used. We do need to change some of the hydrants and this would be something to put in our Capital Improvement Plan.

Sam asked if everyone looked at the MOU with Madison County (County) for the water line going under the river to the fairgrounds and if they have any questions regarding the MOU. If there are not questions or changes Sam will send to Commissioner Nye and explain to him why they need for the MOU. Lori commented that there should be a dispute clause added to the MOU. Lori will add it to the agreement and send to Sam.

Sam reported that they started the pivot up today. The holding cell is just less than six feet which is about where it is every year. Full capacity of the holding cell is eight feet. The other two stay full at all times. They only draw it down to four feet so that they do not have any issues with the pumps. Matt commented it would be nice to get some more water in there for longevity.

Sam reported that the transfer pump that was ordered is in Billings and the sales representative will pick it up and bring down and install. He is hoping it will be here this week.

Sam and Rick are working on the roads as they receive moisture. The Town needs to address the issue of applying more top material. Nye thought there would be an airport contract coming up and there will be some crushing at Lausich's. The Town may be able to get some material when this is done.

*3 Rivers Communication Routing* – 3 Rivers Communication will come in this summer and adding more fiber optic lines going out to Madison going out to the dump road and Bayers Lane. Sam told 3 Rivers they can't dig in the alley anymore as it couldn't take any more digging. There are too many orange lines running through there and if more are added then any future work will have to be hand dug. Sam told them they need to do one conduit that they can expand off of in the future and eliminate the digging. 3 Rivers agreed to do this.

Sam commented that last week when the Town met with the State and Great West regarding the 6<sup>th</sup> Avenue project it gave him a better idea as to where the storm drains will go and he doesn't think we will have to rent a bunch of equipment to install them.

**Mayor's Report:** Tom commented that he went to Billings for the Elected Officials training and it was pretty good this year.

The Town met with MDT and School and Great West Engineering last week and went over when the project will start. They talked about getting the Storm drains in first. The State said it is ok to start their project in 2020 during the summer months. The State had some good ideas regarding the sidewalks, curb and gutter, and storm drains.

Tom also commented that Mountain Building Center wanted him to bring up the storage units Mountain Building Center sells that are sitting on Town property along there building, and if it is ok for them to have the storage units sitting there. They are on Town property and the Town is liable if something happens. This came up because Montana Rail Link was here and they went down the alley and took pictures of all the property that has junk on the railroad and told everyone that they had to get the junk off the railroad. He did tell them they could lease the property and would have to talk to the Montana Rail Link real estate office. There are a lot of junk cars, car ports, etc. along there that can't be there.

Tom recommended that we could clean out the bull pen and Mountain Building Center could store the units in the bull pen. Tom also talked to Lori regarding the storage units and whether or not the Town would be liable if something happened. She commented that Mountain Building Center would have to sign a contract saying that the Town is not liable if something happens and they need to provide a certificate showing the Town as an additional insured. Lori will draw up a contract.

Nolan made a motion to allow Mountain Building Center to put the Storage Sheds on Town property with a signed agreement that states they will have liability insurance and name the Town as an additional insured. Joe seconded the motion. Motion passed with a unanimous vote.

Tom gave the council a reminder that May 21<sup>st</sup> is the Montana League of Cities and Town's Summit at the Wagon Wheel from 9:00 to 4:00. Lunch is provided. Donuts/Coffee/Fruit in the morning.

**Clerk's Report:** Kristi reported that she was in Billings last week as well and enjoyed herself. She always learns something new at the Clerk/Treasurer Institute.

Kristi also reported that we received a request from Local Government Services to do a financial review for FY2018. Since we are not doing an audit they are requesting the financial review. Kristi has been in contact with Denning & Downing and has requested a cost for doing the financial review.

Kristi provided a list of individuals to Lori that has not complied with the dog license ordinance and three for the business licenses.

Davey asked about the account with high past due balance on the water report. Lori asked if Town wanted to take over the building. Discussion followed regarding disconnects and the property in question. Kristi has provided both of the high balance accounts with notices that they could disconnect the line so no more charges would apply.

**Consented minutes:** *April 10, 2018 Public Hearing regarding Water Rates* - Davey made a motion to approve the April 10, 2018 public hearing minutes. Motion was seconded by Nolan. Motion passed with a unanimous vote.

*April 10, 2018 Regular Council Meeting* - Annette made a motion to accept the council minutes from April 10, 2018 regular council meeting. Motion was seconded by Matt. Motion passed with a unanimous vote.

**Claims:** Electronic Checks - Annette made a motion to approve the electronic checks 89758 to 89763 (payroll) and 89874 (claims). Motion was seconded by Matt. Motion passed with a unanimous vote.

*Payroll Checks* - Annette made a motion to accept the payroll checks 5575 to 5599. Motion seconded by Matt. Motion passed with a unanimous vote.

*Claims Checks* - Davey made a motion to approve claim checks 20322 to 20349. Motion seconded by Annette. Motion passed with a unanimous vote.

**Council Review:** No comments.

Meeting adjourned at 9:15 pm.

ATTEST:

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Mayor Thomas Hyndman

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Clerk, Kristi Millhouse