

### **March 17, 2020 Twin Bridges Regular Council Meeting via conference call**

Council Members in attendance via conference call were Matt Greemore, Jordan High, Scott Holbrook, and JB Klyap. Nolan Frandsen joined the call at 7:10 pm. Also in attendance were Mayor Joe Willauer, Clerk/Treasurer Kristi Millhouse, and Maintenance Supervisor Sam Novich.

Guests: Bill Kinoshita (The Old Hotel), Lori Harshbarger (Town Attorney)

Mayor Willauer called the meeting to order at 7:06 pm. Mayor Willauer asked for any changes to the agenda. He requested two changes to the agenda. He requested that we do not do the pledge of allegiance since no one is physically present. Second request is to push back the ordinances so that the public has time to review and comment at a regular meeting. Scott commented that if there is no official timeline that needs to be followed that we should give the public time to comment. Matt made a motion to move the first reading of Motion 2020-1 and 2020-02 to the next council meeting. Motion was second by Scott. Mayor Willauer asked for any further discussion. With no further discussion a roll call vote was taken Scott- yes, Nolan-yes, JB-yes, Jordan-yes, and Matt-yes. Motion passed with a unanimous vote.

**Public Comment:** No comments

**Old Business:** No old business to discuss

### **New Business Regular Council Meeting**

**Health Insurance Premium for FY2020-21:** Kristi explained to the council that its time to determine the employee health benefits for the next fiscal year. Kristi explained that we currently pay \$688 a month per employee. MMIA is estimating a 5% to 7% increase this year which would make that premium go to \$736 if they choose to keep the premium they are willing to pay in line with the Mission plan. Discussion followed. Matt made a motion to continue with the Mission plan premium with the increase for employee's health insurance. Jordan High seconded the motion. Scott asked about the difference in premium and who pays that difference. The employees pay the difference in premium if they choose a more expensive plan. Mayor Willauer asked for any further discussion. No further discussion roll call vote was taken. Scott-yes, Nolan-yes, JB-yes, Jordan-yes, and Matt-yes. Motion passed with a unanimous vote.

**Resolution 2020-03 BARSAs Funds:** Kristi presented resolution 2020-03 to the council. Resolution 2020-03 is done so that we can submit a request for funds on the second gas tax that we receive each year. Currently it will go towards the stormwater project. Nolan asked if the resolution was the same as last year. Yes, it is the same as last year and is something we have to do every year in order to get these funds. The only thing that changes is the dollar amount that is received and the project that we put the money towards. Scott made a motion to approve resolution 2020-03. Nolan seconded the motion. Mayor Willauer asked for any discussion. Matt asked if this is part of the information that was sent from Jeremiah at Great West Engineering. Kristi commented that this resolution does not have anything

to do with that information. No further discussion, Mayor Willauer asked for a roll call vote. Scott-yes, Nolan-yes, JB-yes, Jordan-yes, and Matt-yes. Motion passed with a unanimous vote.

**Suppliers for Storm water Project:** Kristi explained that these are the only bids for the stormwater project materials for 6<sup>th</sup> Avenue. There were no bids received so, Great West ended up asking for bids from Core & Main and Forterra. The bids were less than what Great West originally budgeted for materials. Scott asked what the original bid was. Neither Kristi nor Sam could answer that question. Matt made a motion to approve the contract for the suppliers Core and Main and Forterra. Nolan seconded the motion. Mayor Willauer asked for any further discussion. No further discussion, Mayor Willauer asked for a vote. Matt-yes, Jordan-yes, JB-no, Nolan-yes, and Scott-yes. Motion passed with a 4 to 1 vote.

**Ruby Valley Conservation District:** Kristi explained to the council that Jim Powell is currently Twin Bridges representative on the Ruby Valley Conservation District Board. It is a three year term and it is up to expire. Our options are to either reappoint Jim or to put it out for advertisement. Jim is willing to continue to sit on this board. Scott made a motion to approve Jim Powell for another 3 year term. Motion was seconded by Jordan. JB doesn't feel comfortable with making that decision without knowing much about the organization. Joe can't speak to the RV District but is familiar with the Big Hole District and gave JB some information about what they do. Matt commented that the RV Conservation District is proactive with the fishing community. They are responsible for the open access to the river. They are always very proactive with addressing things within the valley and to address the opportunities for recreation. Mayor Willauer asked for any further discussion. No further discussion, Mayor Willauer asked for a vote. Scott-yes, Nolan-yes, JB-no, Jordan-yes, Matt-yes. Motion passed with a 4 to 1 vote.

**Tim Corrigan (Building Permit – 210 Madison St):** Scott asked if this was a permanent structure or temporary. Kristi commented that it is a temporary structure. Scott commented that he felt that if this meets our requirements then we need to approve the application. He does think we need to address in the building ordinance these storage containers. Do we want to have a bunch of these around Town? Matt asked if the location was along the alley and the size. Kristi commented that yes it sits by the alley and it is 40 feet long. JB asked how long is going to sit there. That question could not be answered. Nolan commented that he agrees it is something that we need to address in our ordinance but currently meets our requirements. No further comments. Scott made a motion to approve the building permit for Tim Corrigan. JB seconded the motion. Mayor Willauer asked for any further discussion. No further discussion, Mayor Willauer asked for a roll call vote. Matt-yes, Jordan-yes, JB-yes, Nolan-yes, and Scott-yes. Motion passed with a unanimous vote. Mayor Willauer did comment that he agrees that we do need to adjust our ordinances for temporary structures.

## **Reports**

**Sheriff's Report:** No representative present. Mayor Willauer read the written report from the Sheriff's office. There was 1 accident, 3 citizen assists, 1 disturbance, 1 fraud/scam/bad check, 4 suspicious persons, 1 traffic complaint, 1 agency assist, and 1 civil service call. Mayor Willauer commented that the

activity seems a little higher this month. He thought we should hold this for next month and ask the Sheriff about it.

**Madison County Planning Board:** No representative present. Kristi commented that she did talk to Pat Bradley and they only met regarding internal items. The individual that does the reports has been out and that we should start getting written reports again.

**Library Board Report:** No representative present. Joe spoke to the Board Chairman yesterday; they have closed the library because of the COVID-19 breakout. They will be following our guidance and State requirements going forward.

**Attorney's Report:** Lori spoke to the council regarding account 026-00. Lori spoke to the account holder last month. The owner thought the property would be closing on the property in a month and had asked for an extension to the deadline. Lori spoke with Matt and Joe about the extension, which extension is up tomorrow.

Lori has received a bunch of information from the League on what the Town's authority is during the COVID-10 outbreak. It is an executive decision and Joe has the authority to make a declaration of emergency or any protocol for the Town. Some Towns and Cities have shut down the restaurants. Dillon has not shut anything down as of today. Is this something that Twin Bridges should be doing?

Lori also commented that there has been a lot of discussion regarding whether the Towns can do conference calls to keep their meetings going. The larger cities are saying it needs to be video and audio. The Town should probably look in to a video/audio option for the next meeting. Discussion followed regarding the video/audio meetings.

Ordinances – Hillary (Lori's assistance) has been working with Kristi on the ordinances.

Joe asked what Lori's thoughts were about shutting things down in Town. Dillon will be shutting their bars down effective tomorrow. JB commented that he trusts Lori's knowledge and Joe but is it beneficial to shut down the bars when there are only 5 people in them. Matt agrees with Lori and Joe but we are a small town not the big city. If we shut down then we have to shut down the store which would have the most people in it. Discussion followed regarding how the Town will move forward. Madison County sent out a notice at 7:57 pm this evening which is closing all restaurants, bars, breweries, and distilleries in the County. They are still able to do delivery and takeout. Mayor Willauer will put together a letter to send out to community members and provide information for COVID-19. Lori commented that Twin Bridges is probably not at a state of emergency at this time, but may need to pass a resolution at a later date. Further discussion occurred. Bill Kinoshita commented that the takeout won't work for them but the closure is just through the weekend and he will be fine, but if it goes much longer than that, then it could hurt his business. He is disappointed that he can't be open but people should sometimes be allowed to make those choices for themselves. Discussion occurred further.

**Maintenance Report:** Gophers at Jessen Park - Sam commented on the gophers over at Jessen Park and asked if the Yellowstone Adventure Cycling is still coming through. Kristi commented that as of right now they are still planning on coming. A contract was sent to Lori for her review. Sam is concerned with the issue with people walking around the field and stepping into the gopher holes. The best option is to poison them. The only issue is the geese and ducks eating the oats but we don't have any ducks or geese that land in that field. JB commented that he has dealt with gophers all his life. He is concerned about putting poison down. It is part of living in Montana. Scott commented that the method is pretty safe and explained how the poison works. The poison puts out a gas when it gets wet that kills the gophers and then it dissipates into the air. Discussion occurred with the options that we have. Mayor Willauer said he sees some challenges with the poisoning of the gophers with animals and kids using the park. Matt commented that they use PVC pipe and oats in the pipes. The gophers eat the oats and then they die.

*Dust abatement* - Sam asked if everyone is okay with doing the lignin this summer on the roads. Matt commented yes. Scott said yes also. Sam needs to check with our supplier and find out whether he has any product this year or not. If he doesn't have any, he will check with a supplier in Billings. JB asked what our other options would be. Sam responded that there is mag-chloride which is salt that is put into the ground. There are a lot of pros and cons with the mag-chloride. It does work better but we have metal water valves and the mag-chloride creates a bunch of corrosion on the lines. Matt commented that we have had great success with the lignin product over the years. Sam will get information and report back next month.

*Stormdrain project* – Sam reported that we probably will get materials the middle of April. We need to get on the agenda with the School and let them know that we will have some road closures coming up. He also needs to get some rock and have it hauled in which makes more sense than us hauling it as they can do a larger load. We will probably need a couple hundred cubic yards. Mayor Willauer asked Sam to get some bids for the next council meeting.

*Shop* – Sam bought some desks online (4 units) for the new shop. They are from a government building that shut down and they had the desks in a storage unit. The shop ceiling and walls have been painted. Storage room, office and mezzanine floors have all been painted. They are starting on trim work.

Sam reported that the sign price with Bob McLean was higher because he missed pricing in the second side powder coating. Sam told him to go ahead and move forward with sign as the extra cost would be approximately \$75. No one had an issue with this.

Sam is having Perry Plumbing, plum in a 2 inch line to the new building so that they can fill large items with water. This wasn't in the original bid. Hopefully by next meeting, the building will be completed.

**Safety Committee Report:** No report. Scott commented that there is LEPC meeting this week and as long as it is still happening he is planning on attending. Mayor Willauer asked about videos for the Town employees. Kristi commented that she is having a hard time finding something that we haven't watched yet. Mayor Willauer would like to have a separate meeting for the Safety Committee.

**Mayor's Report:** Mayor Willauer commented still waiting for fishing guides to fill out the survey and get it sent into the Department of Commerce. If we had those funds from the resort tax, they could offset some the needs to the Town during these closures because of the COVID-19.

Mayor Willauer commented that he did implement some procedures to deal with the COVID-19. We are closing the doors to the office to the public at this time. Kristi can work both at home and in the office. Sam and Rick are relatively isolated and are not exposed to groups of 10 or more. The biggest change is in regards to sick time. If the staff feels sick they are to go home and the Town will not charge against their sick leave. Matt and Joe discussed this on Saturday. Putting safety first is our priority. Mayor Willauer and JB commented that if anyone does get sick they would be willing to pick up groceries for them.

Business assistance for closed businesses – Mayor Willauer has been dealing with a lot of distressed business owners the past 48 hours. He has spoken to the Governor and Senators offices. The only thing in place right now is a relief loan with SBA. Joe commented that they are looking at other options in Butte, but we don't have money in the Twin Bridges budget to help the businesses. He will provide information at the State and Federal level of what money is available as he receives that information. Companies that are going to be hit the hardest are going to be Main Street America. It is going to be important to get funds to individuals so they can pay their employees or so individuals can go and buy groceries. Mayor Willauer is hoping to hear and know more after his 2:00 meeting tomorrow afternoon.

**Clerk's Report:** Kristi commented that with everything going on she is going in between the office and her house as she does have kids at home too. She is currently working on the surveys that we received back and putting that information together for the council. Otherwise it is the regular day to day items that she continues to do.

**Approval of Consented Minutes (February 11, 2020):** Matt made a motion to approve the minutes of February 11, 2020. JB seconded the motion. Mayor Willauer asked for any discussion. No discussion, Mayor Willauer took a roll call vote. Scott – yes, Nolan-yes, JB-yes, Jordan-yes, Matt-yes. Motion passed with a unanimous vote.

**Consented Claims:** Matt made a motion to approve Payroll electronic Checks 89229 to 89263 and payroll checks 5773 to 5780. JB seconded the motion. Mayor Willauer asked for any discussion. No discussion, Mayor Willauer took a roll call vote. Matt-yes, Jordan-yes, JB-yes, Nolan- yes, and Scott-yes. Motion passed with a unanimous vote.

Matt made a motion to approve Electronic Checks 89809 to 89812 and checks 20926 to 20953. Scott seconded the motion. Mayor asked for any discussion. No discussion, Mayor Willauer took a roll call vote. Scott-yes, Nolan-yes, JB-yes, Jordan-yes, and Matt-yes. Motion passed with a unanimous vote.

**Council Review:** Ordinances – Kristi commented that she is working with Hilary on the ordinances. She will provide the council with two at a time for review and approval so we don't get overwhelmed with all of them. She confirmed with the council that the next big one to tackle is the building ordinance.

Meeting adjourned at 9:04 pm.