

**February 9, 2020 Regular Council Meeting (Via Video Conference – public and Council @ Town Hall 104 E. 6<sup>th</sup> Ave.)**

Council Members in attendance were JB Klyap, Justin High, Nolan Frandsen, and Scott Holbrook. Matt Greemore was absent. Also in attendance were Mayor Joe Willauer, Clerk/Treasurer Kristi Millhouse, and Maintenance Supervisor Sam Novich

Guests: Michelle Van Dyke (Berkshire Hathaway), Coree Martin, Bill and Paula Kinoshita, Lori Harshbarger (Town Attorney)

Mayor Willauer called the meeting to order at 7:03 pm.

**Public Comment:** Michelle Van Dyke from Berkshire Hathaway spoke on behalf of a developer that is interested in putting some multi-family housing on two lots in Town. He is looking at the lot where the old school bus barn was at on the corner of 3<sup>rd</sup> Avenue and Madison and the lot at 2 White Swan Lane. The lot at 2 White Swan Lane is a one acre lot and the developer would like to split it into two lots and put two duplexes on it. Michelle commented that she wanted to run this by the council first to make sure that there would not be a problem with the splitting of the lot and the duplexes. Joe commented that there is definitely a need for housing and the Town would be supportive of adding additional housing in Town. The splitting of the lots would have to go through the formal process.

Scott Holbrook commented that the fire department has been put on a list for a new fire truck that would come from the military. If something comes up that the Town is interested in purchasing he would be willing to go get it but would like his fuel reimbursed. The fire truck would not cost the Town anything it would just be the fuel expense to pick it up.

**New Business**

*Library Grant* – Mayor Willauer reported that the library is applying for funding to support their remodel of the library. It is a grant up to \$50,000 that could go towards their engineering costs. There needs to be a formal approval from the Town for the grant as the grant will be in the Town's name and administered by the Town. The grant would not be awarded until this spring and would impact revenue for fiscal year 2021/22. Nolan made a motion to approve the grant application for the library project. Motion was seconded by Jordan. No further discussion. Motion passed with a unanimous vote.

*Food Pantry* – Coree Martin and Jen Mulanhulm would like to put a food pantry upstairs of the library and use the front of the upstairs for food and the back for storage of food pallets that they might receive. They have been able to help 6 families at this point in time. They are currently using the fairgrounds.

It would just be Coree and Jen that would be going up to get the food that individual's request. Coree has spoken to the library and they approved the food pantry using the upstairs of the library contingent upon the Council approval. Kristi asked about the liability issue and insurance for the food pantry. Further discussion occurred regarding liability and insurance.

Lori commented that the food pantry should have an agreement with the Town and the library holding the Town harmless. Scott made a motion to approve the food pantry with an agreement between the Food Pantry, Library, and Town with insurance approval pending. Jordan seconded the motion. Motion passed with a unanimous vote.

## **Old Business**

*Jessen Park Porta Potty* – Jordan made a motion to approve the porta potty at Jessen Park for the winter months. JB seconded the motion. Further discussion occurred regarding the payment of services. Four months of expenses have already been committed to by outside resources. Motion passed with a unanimous vote.

*Town Hall* – Mayor Willauer gave a brief summary of what was discussed at the work meeting on January 26<sup>th</sup>. The Council is going to look at potential of building versus purchasing a building.

*MDT Payment* – Mayor Willauer talked to Dave Holien at Montana Department of Transportation (MDT) about the \$11,358.75 payment that MDT is requested for the sidewalk project. MDT has agreed to reduce that bill to \$3,312.94 which is for additional expenses that have been incurred. Discussion occurred regarding payment and future payments. Clerk Kristi Millhouse brought up the possibility of paying for this through the gas tax and if the council agrees then we will request those funds and then we can change the project if we do not need them for the 6<sup>th</sup> Avenue Project. Nolan made a motion to approve a check to MDT for \$3,312.94 until we get further information. Scott seconded the motion. Motion passed with a unanimous vote.

## **Reports**

*Sheriff's Report* – Council reviewed written report.

*Madison County Planning Board* – No report

*Library Director's Report* – Council reviewed written report

*Attorney's Report* – Nothing at this time to report

*Safety Report* – No report at this time. Kristi asked about blood-borne pathogens training for cleaning crew. Scott commented that we will have to look into this.

*Maintenance Report* – Maintenance Supervisor reported that the he has found some grocery store shelving to put up in the shop for storage. He is working with Matt to find some money in the budget to purchase.

Sam also reported that he is looking into what it will cost and what is required for the water and sewer hookups for the duplexes and what all it will entail as there may be some issues at 2 White Swan Lane.

The John Deere tractor still does not have a serial number for it. The tractor hasn't even been built yet.

*Madison Street Stormdrain project* – Sam talked to Ryan Holm from Great West Engineering about Madison Street stormdrains. Great West is finalizing plans and then the plans will go to DEQ for approval and then out to bid.

Joe commented that he wanted to say thank you to Sam and Rick for keeping the sidewalks clean this past week. Discussion occurred regarding the frost heave on Main Street. Sam explained that the sign is actually MDT's. It is the Town's water trench that goes across the road where the frost heave is located but it is MDT's road. Sam will start conversation with MDT about fixing the spot.

*Mayor Report* – Mayor Willauer gave a summary of what he is working on and is very excited about housing and multi-housing possibilities.

*Clerk's Report:* Kristi reported that she pretty much covered everything that she had in other areas.

Second notices for business licenses and dog tags went out last week. Kristi also reported that MMIA has lowered the workers compensation rates effective January 1<sup>st</sup>. Joe asked how this will impact us, at this time it will lower our work cost but she was not sure by how much as Kristi didn't go into that much calculation.

Kristi also reported that she is working on the property renewal. Kristi asked if the council wants coverage for the old water tower. It has liability but no property coverage. Council agreed that they didn't think it would be necessary.

*Consented Minutes:* Scott made a motion to approve the January 12, 2021 regular council meeting minutes. Nolan seconded the motion. Motion passed with a unanimous vote.

*Consented Claims:* Scott made a motion to approve electronic claims 89780 to 89781, check numbers 21219 to 21242 and voided checks 21236 and 21216. Payroll electronic checks 88943 to 88970 and check number 5827. Nolan seconded the motion. No further discussion. Motion passed with a unanimous vote.

*Council Review:* Joe would like to have a short working meeting two weeks from tonight's meeting which would be February 23<sup>rd</sup>. Agenda will be posted on the 19<sup>th</sup>.

Jordan asked about a past due account that was over \$2,000. Kristi explained that the individual just doesn't pay the bill. The water is off at that location and she files a tax lien with the county for the outstanding balance in September. It goes on the individual's tax bill and when they pay their tax bill, the Town gets reimbursed.

Jordan made a motion to adjourn the meeting at 8:15 pm. Scott seconded the motion. Motion passed with a unanimous vote.