

Town of Twin Bridges Regular Council Meeting

PO BOX 307/104 E. 6th Avenue, Twin Bridges, MT 59754

Phone: 406-684-5243

Fax: 406-684-5299

Email: townoftb@3rivers.net

TUESDAY, May 9, 2023

COUNCIL MEETING 7:00 pm @ Town Hall (104 E. 6th Ave)

AGENDA

Open with Pledge of Allegiance

Public Comment (Non-Agenda Items)

NEW BUSINESS

Great West Engineering

Task Order #2 – Growth Policy Agreement for Professional Services

Task Order #3 – Floodplain Administration Fiscal Year 2023-24

Roger and Therese Hutchinson – Boundary Adjustment (Main Street Market and Yellow Rose Gallery)

Credit Card Approval and Cancellation of Public Works Employees

Building Application – Andrew Braach (1 White Swan Lane) – Carport/Storage

Ann Kress – (311 River St) - Greenhouse

Nolan Frandsen – (510 N. Bridge St) Greenhouse

Fence Application – Patrick and Jennifer Otterbeck (201 North Madison St)

Nolan Frandsen – S27, T03S, R6W, Tract A2 and Tract B

Water Sewer Connection – Frandsen (106 W. 10th Ave.)

Amendment to Personnel Handbook

OLD BUSINESS

Water/Sewer Ordinance

REPORTS

Sheriff's Report

Madison County Planning Board Report

Library Director's Report

Fire Department's Report

Attorney's Report

Mayor's Report

Maintenance Report

Lean-To at Shop

Pump at Winston Rod

Water Storage Tank Repair

Clerk's Report

Cash Investments

CONSENT AGENDA

Claims Approval

Minute Approval – April 11, 2023

Town Council: President- Matt Greemore, Nolan Frandsen, James Klyap, Scott Holbrook, Jordan High

Mayor Patricia Hayes

Town Clerk/Treasurer: Kristi Millhouse

Maintenance Supervisor: Sam Novich

Maintenance: Rick Zahn

COUNCIL REVIEW

The next regularly scheduled Council meeting will be June 5, 2023, at 7:00 pm

Policy on Public Hearings and Conduct at Public Meetings

Public Hearing/Public Meeting

A public hearing is a formal opportunity for citizens to give their views to the Town Council for consideration in its decision-making process on a specific issue. At a minimum, a public hearing shall provide for submission of both oral and written testimony for and against the action or matter at issue.

Oral Communication

It is the Council's goal that citizens resolve their complaints about service or regarding employees' performance at the staff level. However, it is recognized that citizens may from time to time believe it is necessary to speak to the Town Council on matters of concern. Accordingly, the Town Council expects any citizen to speak in a civil manner, with due respect for the decorum of the meeting, and with due respect for all people attending.

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments related to non-agenda items will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing. Public comments specifically related to an agenda item will be heard immediately prior to the Council taking up the item for deliberation.
- Speakers must state their name for the record.
- Any citizen requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.
- Comments should be limited to ***three (3) minutes*** unless prior approval by the presiding officer. Citizens requesting to speak shall limit him or herself to ***matters of fact*** regarding the issue of concern.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- If a response from the Council or Board is requested by the speaker and cannot be made verbally at the Council or Board meeting, the speaker's concerns should be addressed in writing within two weeks.
- Personal attacks made publicly toward any citizen, council member, or Town employees are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command.

Any member of the public interrupting Town Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedures in addressing Town Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the meeting room by the Police Department personnel or other agent designated by Town Council or Mayor.

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 pm on the second Tuesday of each month at the Twin Bridges Town Hall, 104 E 6th Avenue, Twin Bridges, Montana.
- The schedule of Town Council meetings and work sessions is detailed on an agenda. The agenda is a list of business items to be considered at a meeting. Copies of agendas are available at the meeting.
- Agendas are published at least 48 hours prior to Town Council meetings and work sessions. Agendas are posted at the Town Office, The Shack, The Wagon Wheel, Main Street Market, The Blue Anchor Bulletin Board, Opportunity Bank of Montana, and the Town Library.
- Questions about the agenda may be directed to the Town Clerk at 684-5243.
- Any items that need to be placed on the agenda for consideration must be provided to the Town Clerk the Friday prior to the Town Council meeting, no later than 3:00 pm. The final agenda is approved by the Mayor.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office.

The Town of Twin Bridges Council and Mayor reserve the right to amend these rules of procedure as deemed necessary.