

## **March 12, 2024, Town of Twin Bridges Work Session, and Regular Council Meeting**

Council Members in attendance were Jordan High, Scott Holbrook, Matt Greemore, and Nolan Frandsen. JB Klyap was absent. Also in attendance were Mayor Patricia Hayes, Clerk/Treasurer Kristi Millhouse, Maintenance Workers Richard Zahn, and David Beller.

Guests: Jessica Salo (Great West Engineering)

Mayor Hayes opened the meeting the Pledge of Allegiance at 6:31 pm.

Public Comment (Non-agenda items): None

### **Work Session**

Great West Engineering (Water Storage Tank): Jessica Salo provided the council with an updated water per for the water storage tank. The following is the summary for the PER.

#### **Background**

- Water system PER prepared in 2022.
- Determined most immediate needs to address were well rehabilitation, distribution system improvements (Bridge Street and system hydrants and valves), and exterior tank recoating.
- Project received grant and loan funding. Project is currently in the design phase with construction later this summer/fall.
- 2022 PER determined that existing storage volume is not adequate for future demands and fire protection. Also, a recent fire caused the existing tank to nearly drain.
- Town wants to look at storage options to add more storage and apply for grant funding (MCEP and RRGL) in May 2024.

#### **Storage Requirements**

- Currently have one 300,000-gallon bolted steel tank constructed in 1999.
- Good condition although exterior need recoating and an interior leak has been discovered and temporarily fixed. Internal coating is also required with a permanent leak fix.
- Need an additional 260,000 gallons of storage.

#### **Storage Alternatives**

- Alt. R-1 - No Action
- Alt. R-2 - New 260,000 Gallon Glass-Lined Steel Bolted Tank
  - Includes coating the interior of the existing 300,000-gallon tank.
  - A new 260k gallon tank would be constructed at grade within land currently under easement with the DNRC.
- Alt. R-3 - New 560,000 Gallon Prestressed Concrete Tank
  - A new at grade 560k prestressed concrete tank would be constructed near the existing storage tank.
  - The existing 260k tank would be demolished and removed.
  - A new/updated easement would be required with DNRC. A representative with the DNRC has indicated that the agency is willing to discuss changes with the Town.
- Alt. R-4 - New 560,000 Gallon Glass-Lined Steel Bolted Tank
  - A new at grade 560k steel tank would be constructed near the existing storage tank.
  - The existing 260k would be demolished and removed from the site.
  - A new/updated easement would be required with DNRC. A representative with the DNRC has indicated that the agency is willing to discuss changes with the Town.

#### **Environmental Evaluation and Agency Engagement**

Letters were sent to pertinent local, state, federal and tribal agencies.

- No significant impacts have been identified.

Discussion occurred. Council will meet on March 19<sup>th</sup> at 5:30 pm to decide on what they want to do for the water storage tank. Jessica will get the questions asked answered prior to that meeting.

### **Regular council Meeting**

Mayor Hayes ended the work session and started the regular council meeting at 7:05 pm.

Council Members in attendance were Jordan High, Scott Holbrook, Matt Greemore, Nolan Frandsen, and JB Klyap. Also in attendance were Mayor Patricia Hayes, Clerk/Treasurer Kristi Millhouse, Maintenance Workers Richard Zahn, and David Beller.

Guests: David Banks; April and Ken Huss; Clyde Carroll, Deb Bradley, and Ken Walsh (Twin Bridges Rak and Recreation District); Marie McAlear; Bart Wallin and Carter Newport (McAllie School); Ron Nye;

Public Comment (Non-agenda items): None

*McCallie School:* Bart Wallin and Carter Newport from McAllie School introduced themselves to the Town Council and provided them with a description of what they are wanting to do over on the 70 acres on the west side of the Children's Center. There will be more information provided to the council regarding engineering/building plans next month when both the Town's and the McAllie School's engineer can be here.

*Conservation District:* Jim Powell's position is up for renewal for the conservation district. He is willing to continue to be part of the board. Matt Greemore made a motion to approve Jim Powell as the Twin Bridges Representative on the conservation district. Jordan seconded the motion. Motion passed with a unanimous vote.

*Twin Bridges Park and Recreation:* Deb Bradley spoke on behalf of the Twin Bridges Park and Recreation District. The Park and Rec District are looking into fund raising to repair the walking path through Riverside Park, the Fairgrounds, and Jessen Park. The cost to redo the walking path is between \$300,000 to \$450,000. The district asked if they could run the funds through the Town. Discussion occurred. Scott made a motion to allow the Park District to run the checks through the Town office for the Town's tax-exempt status on donations. Jordan seconded the motion.

Further discussion occurred. Rick Zahn, TB Public Works commented that there is a spot in Jessen Park that needs to be moved as it runs along side the river and river is eroding the embankment the path goes next to. He is suggesting that the path be moved over. The Town can do the dirt work if it can be repaved during this project.

Deb also stated that there are two grants that are available if they can find someone to complete them. Kristi commented that she can look at the grant apps. She has done a couple now and would be willing to do them. Kristi also commented that it isn't a problem to run the money through the Town, we just set up a separate fund for the project and all money and expenses would come out of that fund.

Mayor Hayes called for a vote. Motion passed with a unanimous vote.

*PL 84-99 Application for enrolling in Levee Rehabilitation Program:* The Town was contacted by the Corp of Engineers to find out if we still wanted to be part of this program. It will help with funding if we decide to do anything with the Levee. Scott Holbrook made a motion to approve the completion of the application for PL84-99. Jordan High seconded the motion. Motion passed with a unanimous vote.

*Resolution 2024-03:* (Intent to adopt the 2024 Growth Policy) – Matt Greemore made a motion to approve resolution 2024-03 Intent to adopt the 2024 Growth Policy. Jordan High seconded the motion. Motion passed with a unanimous vote.

*Water and Sewer Meter Replacement Timeline:* Discussion occurred regarding the replacement of the meters. Kristi explained that we will be operating with two different software for a while. The Neptune Software renews in November. It was agreed that the meters would be completed by October, so we do not have to renew the Neptune software.

*Approval of Credit card for Library Director:* Scott Holbrook made a motion to approve a credit card through High Peaks FCU for Cheri Focht the Library Director and to cancel the card for Brenda Pollorena. Jordan High seconded the motion. Motion passed with a unanimous vote.

*Fence Application:* David Banks (106 W. 5<sup>th</sup> Ave) – Discussion occurred as David Banks is asking for a 6 ft Variance on placing the fence over his property line. The council wants to research the discrepancy of the property lines further. Scott Holbrook made a motion to approve the fence application for David Banks with the fence going on the property line and no variance. Motion was seconded by Jordan. Motion passed with a unanimous vote.

*Building Applications:* TBCA (206 ½ S. Main St.): Discussion occurred. The motion was made by Matt Greemore to approve the building application for TBCA. Jordan High seconded the Motion. Motion passed with a unanimous vote.

*Mykie Huttinga (109 S. Madison St.):* Discussion occurred. Scott Holbrook made a motion to approve the building application for Mykie Huttinga. Motion was seconded by Jordan High. Motion passed with a unanimous vote.

## **REPORTS**

*Sheriff's Report:* Written report received.

*Madison County Planning Board:* No report. The council was forwarded a copy of the planning board's agenda for the March meeting.

*Library Director's Report:* Written Report received.

*Fire Department Report:* Fire Chief Scott Holbrook commented that it has been quiet for the fire department.

*Attorney's Report:* Attorney Lori Harshbarger reported that she did send a letter to the owner of the storage container that needs to come into compliance with the setbacks. The letter was received by the property owner but there has been no word from her.

*Mayor's Report:* Mayor Hayes reminded the council that there is a training next Tuesday at 6:00 pm with Dan Clark from MSU Local Government Services.

She met with the individuals that are taking the Wagon Wheel down. The individual owns a piece of property on the south side of Sheridan, and they are wanting to put in a variety store. The building needs to be torn down by the end of May and the clinic will start being built in June.

Public Works Director Position – Council broke into executive session to discuss.

*Maintenance Report:* Rick Zahn reported for the maintenance department. He is looking at the pumps at the lagoon and it is only operating on one currently. What he has found out is that Sam took the other pump over to Nash in Helena to look at. Nash has no recollection of it and was supposed to look at his information and get back to Rick. Rick has not heard anything from him. He also called Gorman Rump to get a new bubble pump as one of the pumps was having difficulties. They were supposed to bring him one. He has heard nothing more from Gorman Rump and he has tried multiple times to get a hold of them.

Third, he has talked to Nick Pettigrew who came over to look at them. He is having Mike West (West Electric) come over on Friday to look at our system. He works on a lot of stuff for Dillon. He will also talk to Carrie Gardner to find out if the pumps are being addressed in the Wastewater PER.

*Gravel:* Rick commented that last year Sam was going to have Don Welborn haul a couple loads of gravel from pipestone to help with gutters for the Stormdrains. The gravel never got hauled and there are some areas that need some gravel added. Discussion occurred. Rick and Dave can get a couple loads of gravel for the Stormdrains.

Rick also reported that public works did get the water tower shop cleaned out. They decided to leave the cupboard for the fittings and other items at the water storage shop.

*Safety Report:* No report. We have 6 employees right now, so we do not need to do the monthly meetings.

*Clerk's Report:* Kristi reported that she has received the first notice employee benefit rates. It appears to be that rates are going to be going up between 10 to 12%. Kristi reviewed with the council what was previously offered to employees. Scott recommended just giving employees money to get their own insurance if they can find it cheaper. There may be some legal issues with this as it must be used for health insurance. It will have to be investigated.

Kristi reported that she still has 15 business licenses to do and approximately 49 dog tags. Second notices for business licenses have been sent out.

Kristi provided information regarding the SCADA system and the possibility of Fail-Safe Controls coming out to look at the current system. It will cost \$1,500 a day plus travel expenses. Discussion occurred.

Consent Agenda: Matt Greemore made a motion to approve the consent agenda (claims and minutes from February 11, 224). JB Klyap seconded the motion. Motion passed with a unanimous vote.

Meeting adjourned at 9:30 pm.

ATTEST:

Signature on File

Signature On File

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Kristi Millhouse, Clerk/Treasurer

Patricia Hayes, Mayor

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