

Regular Town Council Meeting January 13, 2020

A regular session of the Sheridan Town Council Meeting was called to order by Mayor Stump at 6:00 p.m. Council members Mike Walter, Emilie Sayler and Dan Durham were present. Rahn Abbott is absent. Clerk Ginger Galiger and Ben Hitchcock were also present.

Guests: Phillip Fortner, Corey & Kaylie Theis, Mark McLaughlin, Stephanie Kruer, Colleen Guinnane and Steve Prim

Pledge of Allegiance

Morgan Scarr with Amatics CPS Group to report on the audit

Morgan joined the meeting via phone to present the audit findings for fiscal year end June 2019. As in the previous years there needs to be adequate segregation of duties with regard to the utility cash receipts. There also needs to be a system in place to appropriately identify and capitalize capital assets. During the audit, there were adjustments to capital assets identified. Adjustments were made for items that were incorrectly expensed. There were no comments or questions from the Council.

Bid opening for the Fire Department trucks – There were no bids.

Public Comment Not on the Agenda

Kaylie Theis who is on the Sheridan Days Committee asked if extra trash cans could be placed from the baseball park up to Main Street and if a City employee could be available for trash pickup throughout the day. They would also like the town to provide signs for closing down the roads for the parade and street dance. Sheriff Fortner explained that they need a permit to detour around town and to ask the State for signage. Mayor Stump stated that our Public Works is on call 24/7.

Department Reports

Sheriff

Sheriff Phil Fortner reviewed the report for December 2019. During the month they received 8 calls for service. 1 Citizen Assist, 2 Suspicious Persons/Circumstances, 2 Thefts/ Burglaries, 1 Threat/ Harassment, 1 Traffic Complaint/ Abandoned Vehicle and 1 unfounded 911 Call. They will stop accepting applications on Wednesday January 15th and are hopeful in having new officers to cover the Ruby Valley.

Library

Mayor Stump reviewed the library reports from November and December. The library hosted the Garden Club, Historic Newspaper Group and Book Club. The Library is hosting free Meditation Classes on the 1st and 3rd Mondays at 5:15. They hosted a panel discussion, Christmas in the Ruby Valley, on the 8th, and a poetry reading and book signing for Montana poet Lee Robison on Saturday the 14th. Over the months of January and February, they will hold a community read and discussion (with Clinical Social Worker Jeanette Prodggers) of Atul Gawande's book, Being Mortal, which is about end-of-life issues. The discussion will be held on Thursday, February 27th at 5:00 p.m.

Attorney - None

Fire Department

Ben Hitchcock reported for the Fire Department. The department received 2 gas odor calls, a water flow alarm at the hospital and one car fire. There were no bids on the fire trucks so Ben will attempt to sell them on other media outlets. The Sheridan Firefighters Association donated a 9500-watt generator and misc. hoses for the new town truck. Dan Kenworthy donated parts and installation.

Public Works

In Curtis' absence, Ben Hitchcock reported for Public Works. Ben has been plowing and sanding, Bob has been helping with the snow removal on the sidewalks. Stephanie Kruer and Colleen Guinnane expressed their gratitude.

Ben assisted a homeowner on Hwy 287 after a ditch next to their property engorged and the water froze their driveway and yard. The folks were having to park on the highway and there was concern of emergency services being unable to get to the house. Ben plowed, graded and sanded their driveway.

Clerk – None

Boards and Committees

MSIT - None

Park Board - None

Public comment on the agenda - None

New Business

1. Plowing the sidewalks on Main Street

During last months council meeting, Mark McLaughlin talked to the Council about the town being responsible for snow removal down Main Street. Mayor Stump plowed both sides of the Main Street which took about 5 hours as there are a lot of obstacles to maneuver around. It is hard when Curtis is out, and Ben is plowing the streets, but Mayor Stump agreed to continue doing what we can to help out. Colleen Guinnane and Stephanie Kruer thanked the Mayor, his efforts are much appreciated.

2. Review and comment on draft contract with Ruby Valley Conservation District

Steve Prim with The Ruby Valley Conservation district presented the Council with a draft contract for the Composting Facility. Attorney Kruer made a few minor suggestions regarding specifying a due date, adding a line for the Clerk's signature and is the Town asking for a rental amount to be paid. It was agreed that no money should be accepted as this is a community benefit.

Steve said that they are a little behind for calving season but hope to be operating by the middle of February.

Emilie Saylor moves to approve the contract with Ruby Valley Conservation District pending corrections as discussed. Dan Durham seconded the motion. No further discussion. **Mayor Stump called the question for the council members.** Emilie Saylor voting yes, Dan Durham voting yes, Mike Walter voting yes. The motion passes.

3. Discuss public works staff taking deer carcasses from town to carcass composting facility and adding temporary cover

Mayor Stump wants to know how the council feels about our Public Works using the composting facility. Multiple time a year they are asked to remove dead deer in town. Is it okay for them to access the facility, dump the deer and cover it up? The facility will have an electric fence and some training should be done. Steve Prim stated that “it is designed to be safe”. Emilie Saylor feels that our employees are too valuable, we don’t want to lose them. Can the town use the dumpster that will be set up for the “public population”? Discussion

4. SRF/TSEP/RD Draw requests

We are requesting \$178,726.40 from the RD Grant and \$81,506.00 from SRF for a total of \$260,232.40 to pay Mungas Co., NRE and Great West for their services in December 2019. Mayor Stump reported that, the directional drilling is complete and Mungas is now between the Lagoon and Indian Creek with the transmission main. They have had to deal with a lot of water down there.

Mike Walter moves to approve the draw request for \$260,232.40 from RD and SRF. Emilie Saylor seconded the motion. No further discussion. **Mayor Stump called the question for the council members.** Emilie Saylor voting yes, Dan Durham voting yes, Mike Walter voting yes. The motion passes.

5. Pledged Securities for the 4th quarter

The Mayor reviewed the report for the pledged securities for the 4th quarter that show there is a sufficient amount of pledged securities. No discussion. Dan Durham moves to approve the pledged securities for the 4th quarter. Emilie Saylor seconded the motion. **Mayor Stump called the question for the council members.** Emilie Saylor voting yes, Dan Durham voting yes, Mike Walter voting yes. The motion passes.

6. Approval of expenditures regarding Engineering costs for sewer capacity study

Recently a resident of the town purchased approximately 20 acres of property in town with plans to build 30 home sites. He wanted to know if the town has enough water and sewer compacity to accommodate that kind of growth. Mayor Stump studied the original preliminary report that was done in 2007 and the amended PER done in 2010. At that time the town’s estimated population was 686 and the design allow up to the population of 725. The original design had four cells, but the final design only has three cells and with a maximum population of 701. Currently Northern Rockies Engineering is reviewing the amended preliminary design to decide if we do have adequate sewer compacity, as the current population of the Town of Sheridan is about 700. The census will be conducted in 2020 and that will give us a better idea of the needs for town growth.

Dan Durham moves to approve a contract with Northern Rockies Engineering to evaluate our sewer compacity. Mayor Stump stated that we will get a quote first. Mike Walter seconded the motion. **Mayor Stump called the question for the council members.** Mike Walter voting yes, Dan Durham voting yes, Emilie Saylor voting yes. The motion passes.

7. Attorney rate increase

We received a letter from Kruer Law Firm, P.C. requesting a rate increase from \$200 to \$250 and hour beginning January 2020. The paralegal service rate will remain \$95 per hour.

Mike Walter moves to approve the attorney rate increase. Emilie Saylor seconded the motion. **Mayor Stump called the question for the council members.** Emilie Saylor voting yes, Dan Durham voting yes, Mike Walter voting yes. The motion passes.

The minutes from December 9, 2019 were reviewed with one spelling error on Emilie Saylor’s name, no other comments. Mike Walter moves to accept the minutes from last months meeting with the correction to Emilie Saylor’s name. Dan Durham seconded. **Mayor Stump called the question for the council members.** Emilie Saylor voting yes, Dan Durham voting yes, Mike Walter voting yes. The motion passes.

The delinquent utility report and the financials for both the main checking and project account for the end of December were reviewed. No questions or comments. Dan Durham moves to approve the financials and utility delinquent reports. Mike Walter seconded. **Mayor Stump called the question for the council members.** Emilie Saylor voting yes, Dan Durham voting yes, Mike Walter voting yes. The motion passes.

Councils Report

Emilie Saylor who is on the baseball committee reported. There is a local contractor available to remove the gravel from the small baseball field and to be replaced with new dirt made of soft granite from Wyoming and transported here from Three Forks.

Mayors Report

Curtis is hoping to be released from his doctor this Friday and able to come back to work.

Warrants January 2020

GINGER GALIGER	2728.19
CURTIS A. GREEN	3017.13
BENJAMIN HITCHCOCK	1497.20
ROBERT C. STUMP	161.29
WILLIAM TALBOTT	1694.27
EFTPS	4139.55
DEPT OF REVENUE	691.00

DEFERRED COMP	100.00
PERS	2506.94
MMIA	79.00
3 RIVERS COMMUNICATION	231.57
360 OFFICE SOLUTIONS	66.13
ENERGY LABORATORIES INC.	60.00
SHERIDAN AUTO PARTS INC	226.07
UTILITIES UNDERGROUND LOCATION	9.10
WALTER'S ACE HARDWARE	233.28
WEX BANK	682.21
3 RIVERS COMMUNICATIONS (L)	95.41
AMERICAN WELDING & GAS, INC.	44.53
CITI CARDS	836.07
ENERGY LABORATORIES INC.	42.00
KENWORTHY ELECTRIC, INC.	1335.92
NORTH WESTERN ENERGY	276.00
NORTHERN ROCKIES ENGINEERING, INC	460.00
NORTHWESTERN ENERGY-DECORATIVE LI	128.94
NORTHWESTERN ENGERY-SEWER	2662.27
S.J. PERRY COMPANY	989.32
SAFEGUARD BUSINESS SYSTEMS	52.55
TAMI'S CLEANING SERVICE	180.00
VERIZON WIRELESS	96.93
POSTMASTER	140.00
3 RIVERS COMMUNICATION	231.98
DEPARTMENT OF ENVIRONMENTAL QUALI	806.00
KRUER LAW FIRM, P.C.	260.00
LEE'S OFFICE CITY	99.90
MONTANA RURAL WATER SYSTEMS, INC	24.90
NORTHWESTERN ENERGY	3113.91
SAFEGUARD BUSINESS SYSTEMS	398.41
LEE & ASSOCIATES LLC	747.07
MMIA INSURANCE	2859.15
TOTAL	34004.19

Meeting adjourned 7:57 p.m.

Approved: Mayor Robert Stump

Attested: Clerk Ginger Galiger