

## **Regular Town Council Meeting July 20, 2020**

A regular session of the Sheridan Town Council Meeting was called to order at 6:00 p.m. by Mayor Stump. Council members Mike Walter, Emilie Sayler, and Rahn Abbott were present along with Public Works Director Curtis Green and the Clerk, Ginger Galiger.

Guests: Tod C. Gibson, Mike Dietrich, Zachary Thompson, Jim Kaatz and from the Main Street Improvement Team – Kay, Kali, Paul, Kim, Sherry and Jean

### **Pledge**

### **Oath of Office**

Mayor Robert Stump swore in Corey Theis to fill the remaining 2020 to 2023 term. Congratulations.

### **Public Comment Not on the Agenda – None**

### **Department Reports**

Sheriff – None

Library – Mayor Stump read the Library Board minutes from June 9, 2020. The library is being operated under phase 2, allowing up to 50 in the building with social distancing. The patrons are being separated on the computers and sanitizing. Hand sanitizer, wipes and masks are also available. Returned materials are being quarantined and cleaned.

Bill has sent in the order form for the Pilcrow Foundation children's book grant and has received the 3Rivers Grant. They plan to do a light replacement in the next fiscal year. Bill and Aracely Callaway have donated \$2000 to make up the difference with Kenworthy's electrical bid.

Attorney – None

Fire Department – Mike Dietrich reported for the month of June, they received 5 calls. The department purchased a communication system that will allow them to hear one another in the trucks.

Public Works – Curtis Green reported the roads were treated with Mag Chloride today. Bollards have been placed around the hydrants to protect them. Curtis suggested updating Ordinance 118 to include RV connections. We have received several calls about residence creating RV sites. How should the town charge for this? There was more scouring in the lines today and we had a bacterium hit last week. We are currently retesting.

Mayor Stump talked about the sidewalks damaged during the project up Mill Street will be repaired by Mungas. Our sidewalks are in bad shape. Jim Kaatz said that the property owner does not own the sidewalks but are responsible for the maintenance of them and the liability is with the homeowner, not the town. The project will only pay for what was damaged from the project. Discussion.

Clerk/Treasurer – None

### **Boards and Committees**

MSIT – The Main Street Improvement Team presented the Council with a Town Square Project for the Main Street Park. Kay began with a brief history of the lot prior to MSIT purchasing it. The town has had several years of being unable to water, therefore the grass is very spotty on the lower half. The Town Square Project would cover approximately half of the lower west end of the grassy area, including the corner portion that surrounds the historical sign. Using a stained and stamped concrete, this new area will be almost indestructible and drought resistant. Requiring minimal care, with less trimming and irrigation. It will host a permanent area for tables and park benches which will make mowing easier. It will be handicap accessible and will allow for small outdoor business meeting and Farmer's Markets. MSIT would like to have signs displayed for public use.

MSIT is asking the Town of Sheridan to provide the equipment and labor to dig out the old sod and soil where the new pads will be poured. They would also ask that the town improve or replace the irrigation system to protect the substantial investment. Both parties should compose and sign a Letter of Understanding before the project begins.

The Council liked the plan and there was further discussion on the timeframe of the project and the ability to have an electrical source for the sprinklers. An agreement will be developed and placed on the agenda for next months meeting.

## **Public comment on the agenda - None**

### **New Business**

#### *1. Appeal of Mike Walter's family member transfer review*

Jim Kaatz presented the issue of the land transfer to the council. Michael Walter planned to transfer a portion of Parcel 2A , to his wife Shalena, by use of a "regulated" subdivision exemption which does not require a subdivision application and review process per the Madison County Subdivision Regulations. The exemption does require the proposed plat and owner information to be submitted to the Madison County Evasion Review Committee. The Committee decided that this was the fourth division from the original tract of land, therefore denied the land transfer. Michael appealed the decision with the Madison County Commissioners but then found out that the County is not the governing body and it needs to be approved by the Council of the Town of Sheridan. There was no opposition from the Council to the land transfer.

Rahn Abbott moves to approve the transfer of the land from Michael Walter to Shalena Walter. Corey Theis seconded the motion. No further discussion. **Mayor Stump called the question for the council members.** The motion passes unanimously.

#### *2. Resolution 2020-1 Budget Amendment for 2019-2020*

Mayor Stump read the resolution aloud. The town received an additional \$120 for both the Fireman's Reserves fund and the Police Reserves. The funds are directly paid out and left both funds in a negative balance. The resolution also allows an increase of \$584.74 for supplies purchased for the Fire Department rather than splitting the purchase in two fiscal years. Emilie Sayler moves to adopt Resolution 2020-1 Budget Amendment. Rahn Abbott seconded the motion. No further discussion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

#### *3. Mungas Change Order #4*

Change order No 4 from Mungas, is requesting an increase of \$650 for parts, 3 weather days for rain and 2 additional contract days for additional work. Emilie Sayler moved to approve change order No. 4. Corey Theis seconded the motion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

#### *Mungas Change Order #5*

Change order No 5 from Mungas is to cover additional cost for the directional drilling for the transmission main along with a few small items. This is an increase of \$69,887.27. Mike Walter moves to approve change order #5. Rahn Abbott seconded the motion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

#### *4. RD/TSEP/SRF draw request*

The next draw request from Rural Development is for \$35,545.33 for the cost of the audit, Northern Rockies Engineering and Mungas. The draw request from TSEP is for \$147,255.94, SRF A \$27,776.00, SRF B \$112,654.00 for Great West Engineering and Mungas. The town is recouping \$2000 per day but we are still requesting the draw down to reimburse Great West for their additional days on the project. Rahn Abbott moves to approve the draws from RD/TSEP and SRF. Emilie Sayler seconded the motion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

#### *5. Great West Engineering task order 1-Amendment No 4 – Additional Construction Contract Days*

The Amendment No 4 to Task Order No. 1 is a request for an additional \$18,600 for additional services to be performed by the Engineer and modifications to services due to an additional 12 contract days to facilitate completion of the water project. Mike Walter moves to approve task order 1 – Amendment 4. Corey Theis seconded the motion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

#### *6. Northern Rockies Engineering – Additional Wastewater System Assessment*

NRE is requesting an additional \$4020 for continued monitoring of the system operations & improvements of the wastewater system through the end of September. Mayor Stump feels that eventually we will need something that can monitor the flow. It will help us to know if we can handle more people on the system. Mike Walter moves to accept the Amended task order for NRE. Rahn Abbott seconded the motion. No further discussion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

### 7. Pledged Securities

The analysis of the Pledged Securities from Opportunity Bank was reviewed for the second quarter, ending June 30, 2020 and reflect that there are sufficient amounts pledged to the Town of Sheridan. Rahn Abbott moves to approve the pledged securities. Corey Theis seconded the motion. **Mayor Stump called the question for the council members.** Motion passes unanimously.

### 8. 2020/2021 Wage Increases

In the past the common wage increase for the town employees has been 3% for the cost of living. Mayor Stump would be in support of the Clerk receiving a 5% increase. Going through the past year project and working with the funding agencies, he feels that it is deserved. Ginger does not take the towns insurance so that does save the town the current premiums of \$718 per month. It is also her first increase greater than the cost of living increase. Discussion. Rahn Abbott moves to approve a 5% wage increase for the clerk's position and a 3% wage increase for all the other employees. Emilie Saylor seconded the motion.

Our second public works employee has resigned as of July 31<sup>st</sup>. Discussion consisted of the possibility of hiring the Mayor. Bob is out working everyday around town for no reimbursement.

**Mayor Stump called the question for the council members.** Motion passes unanimously.

### Consent Agenda –

The minutes for the June 8, 2020 were reviewed. Rahn Abbott moves to accept the meeting minutes and Emilie Saylor seconded the motion. **Mayor Stump called the question for the council members.** Rahn Abbott voting yes, Emilie Saylor voting yes and Mike Walter voting yes.

The financial and delinquent utility reports were reviewed and discussed. Rahn Abbott moves to approve the financials and delinquent utility reports. **Mayor Stump called the question for the council members.** The motion passes unanimously.

### Councils Report

Mike Walter wanted to discuss the current situation with the COVID-19 and the Governor's mandates. Wearing face masks into any public facility when social distancing is not possible. This has caused a lot of division among everyone and it has been very difficult to operate a small business. Discussion

### Mayors Report

The Mayor did not have anything else to add.

Emilie Saylor made a motion to adjourn tonight's meeting. Rahn Abbott seconded the motion.

**Mayor Stump called the question for the council members.** The motion passes unanimously.

### Warrants July 2020

CHAD C. CHRISTENSEN	2542.79
GINGER GALIGER	2937.12
CURTIS A. GREEN	3296.84
ROBERT C. STUMP	175.39
WILLIAM TALBOTT	1700.53
CHAD C. CHRISTENSEN	118.30
CURTIS A. GREEN	3135.72
DEFERRED COMP	100.00
EFTPS ENROLLMENT PROCESS	5477.70
PERS	3309.88
DEPT OF REVENUE	915.00
MMIA	79.00
3 RIVERS COMMUNICATION	227.20
360 OFFICE SOLUTIONS	50.00
ANDY'S SERVICE	435.00
DEL BIEROTH	3318.18
MMCT & FOA	50.00
MMIA PROPERTY	7345.50
MMIA LIABILITY	6424.00

NORTHWESTERN ENERGY-DECORATIVE LI	41.35
NORTHWESTERN ENGERY-SEWER	76.54
SHERIDAN AUTO PARTS INC	34.98
SONETICS CORPORATION	34.50
UTILITIES UNDERGROUND LOCATION CE	27.30
WEX BANK	485.82
BLACK MOUNTAIN SOFTWARE, INC.	7556.00
KIRK ENGINEERING & NATURAL RESOUR	3073.18
LEE'S OFFICE CITY	455.45
NORTHERN ROCKIES ENGINEERING, INC	2105.00
NORTHWEST PIPE FITTINGS,INC	306.55
NORTHWESTERN ENERGY	674.05
NORTHWESTERN ENGERY-SEWER	2220.53
THE MADISONIAN LLC	171.00
VERIZON WIRELESS	97.71
WALTER'S ACE HARDWARE	508.65
WALTER'S FAMILY FOODS	21.37
3 RIVERS COMMUNICATIONS (L)	108.13
360 OFFICE SOLUTIONS	354.11
CITI CARDS	647.08
MONTANA STATE LIBRARY	1954.83
NORTH WESTERN ENERGY	276.00
NORTHWESTERN ENERGY	2866.92
OCLC, INC.	476.14
OVERDRIVE, INC	838.12
POSTMASTER	195.00
SWANK MOVIE LICENSING USA	327.00
TAMI BURNEY	180.00
BLUETARP CREDIT SERVICES	20.18
ENERGY LABORATORIES INC.	522.00
KRUER LAW FIRM, P.C.	1040.00
MT DEQ	350.00
NORTHWEST PIPE FITTINGS,INC	516.22
WE DUST CONTROL INC	9094.02
JOSEPH NOTTINGHAM	388.80
INSURANCE MMIA	759.15
TOTAL	80441.83

Meeting adjourned 8:51p.m.

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Approved: Mayor Robert Stump

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Attested: Clerk Ginger Galiger

