

A regular meeting of the Harlowton City Council, held May 12, 2020 opened at 7:00 pm with the Pledge of Allegiance. Minutes of the April 28, 2020 council meeting were approved as written.

#### PUBLIC COMMENT

There was no public comment.

#### UNFINISHED BUSINESS

Mayor Otten updated the council on Biegel's Bar ownership transfer. He has not had any further communications with Steve Olson. Karen Hammel is working on a letter to Mr. Olson giving him a deadline of September 1, 2020 to get the transfer of ownership completed.

Mayor Otten had talked with Karen Hammel regarding getting research and paperwork drawn up regarding the transfer of ownership for the alley and easement exchange for Bryan Tomlinson. Due to COVID 19 precautions, Karen has not gone to the Wheatland County Courthouse to complete her research.

Paul Otten asked those in the audience representing the Tucker Town Sewer District (TTSD) if a TTSD board had been redeveloped yet. Mark Feist commented that they had not yet. Mark had done some additional research at the Wheatland County Courthouse but had not found anything beyond mention of the development of a Rural Improvement District (which is a county function not city); the awarding of the construction project to Joe Keller, and that Wade Sorensen and John Crowley (Harlowton Public Works at the time) had done the sewer connection; and that a refund of money to the people in TTSD who had contributed to the cost of the project had been done. All of these were found in the minutes of the county commission dated in 1980. Wes Schenk informed the council that when he moved to his property in 1983 he paid to have his private sewer line connected all the way down to the corner of Cream of the West (Shawmut Avenue and Wheatland Avenue South) and is not actually in the Tucker Town addition but rather is in the Lyndale Addition. Frank Brouillette assured the group that this was no longer a discussion of annexation but a discussion to figure out the best way to move forward in making sure that non-city residents are paying a fair amount for city sewer services. He also informed the group that estimated figures regarding the costs of maintaining the TTSD line would be developed and submitted to the group. Jo Elrod asked for better communication between the city and the group. Kathie Newland reminded the group that all meetings of the city council are open to all public and the agenda is posted well in advance so people can see what is on the agenda. She also informed them that meeting minutes are always available for public review.

#### COMMITTEE REPORTS

Jack Runner reported that the library will be starting to open next week with a limited number of people being allowed in the library at a time and a time limit on those using the computers. Plexi-glass shields will be installed as well. The library continues to raise matching funds for the Dennis Washington grant. An additional \$500.00 has been donated by a private resident and Library Board president Sanford Moore will present a proposal for the Wind Impact grant later in this meeting.

Rob Elwood reported that the ordinance committee has not been meeting due to COVID 19 restriction, so there was no report.

Kathie reported on the wetland rail trail progress. Representatives from WWC and SMDC along with Kathie will have a phone call on Friday May 15, 2020 to start developing plans for how focus groups can meeting during COVID 19 restrictions regarding the concept plan development for the former Milwaukee Railroad grounds.

Bob reported that tree planting will take place on Friday May 15, 2020 starting at 9:00am. Trees will be planted at the south end of Central Avenue, in Chief Joseph Park and in Deer Park.

Charley Bennett reported that the pool skimmer repair project is progressing. Municipal pools will not be allowed to reopen until phase 2 and only if they comply with the recommendations of the state. ASP has been helping Charley and others involved with the pool understand how the pool pumping/drainage works. Bob informed Charley that Bill Clements was very knowledgeable about how that all functions and could possibly be a resource as well.

#### NEW BUSINESS

Sanford Moore, library board president, presented a Wind Impact Grant proposal on behalf of the library. They would be asking for computer chairs, laminating “station”, and snack area shelving all totaling around \$1,500.00. If awarded this grant, it would count as matching funds for the Dennis Washington grant. Frank Brouillette made the motion to approve the grant request as proposed. Paul reminded Sanford that all grant applications need to be signed by the mayor. Kathie also recommended a change in the wording regarding the city not being a 501(c)(3). Charley Bennett seconded the motion. Motion passed unanimously.

Resolution 2020-05 SUPPLEMENTAL RESOLUTION RELATING TO \$783,000 WATER SYSTEM REVENUE BONDS (DNRC DRINKING WATER STATE REVOLVING LOAN PROGRAM) CONSISTING OF \$391,500 SUBORDINATE LIEN TAXABLE SERIES 2020 A BOND, AND \$391,500 SERIES 2020 B BOND was reviewed. Kathie informed the council that the wording in this bond is standard for its purpose and is required by the lending agency in order to receive the loan and grant from SRF. Charley Bennett made the motion to approve resolution 2020-05 as written. There were no further questions or comments. Ron Teig seconded the motion. Motion passed unanimously

Paul informed the council that the Wheatland County Sheriff’s office had called him regarding questions on the dog licensing ordinance. An owner of a puppy was ticketed for dog at large and no license. The puppy had not had its rabies shots yet so would not be eligible for licensing. Council reviewed the current code and amending ordinances and felt they were sufficient. Kathie offered to type up a codified edition of Title 8 to clarify the code as there have been multiple revisions due to passing of subsequent ordinances. Frank Brouillette informed the council that Jamie Sanguins of the Wheatland County Sheriff’s office had told him that they were not getting any updated ordinances from the city. Kathie assured the council, and offered to provide proof, that all ordinances that have been passed have been forwarded via email, to both the Sheriff’s office and Susan Beley from the city court office.

Kathie presented the fiscal year 2019 audited financial statements. She explained the one repeat finding regarding the fire department relief association pension and also explained that a statement regarding the audit findings will be posted in the Times Clarion as required by state law.

## PUBLIC WORKS DIRECTOR REPORT

Bob Schuchard reported that the library roof project was mostly done other than the downspout gutter still needed to be installed. Sprague roofing gutter crew will be here to install that soon.

The phase 4 water project has recommenced and their first work of this season was done up by the shop. The next portion will go down Central Avenue.

A refurbished sewer jetter has been purchased.

During locating for the water project, additional garbage (shop towels) had been found in the sewer lines; however, no shop towels have been found in the lagoon at this time.

The first reduced rate dump days (held Saturday May 9, 2020) resulted in the dumpsters being filled within about 45 minutes. There were quite a few angry customers as once the dumpsters were full no more garbage could be accepted. Discussion regarding the cost of reduced rate days, additional reduced rate days and the like, were held. The council feels that the two reduced rate dates that are being offered are all that can be afforded at this time. No changes were recommended for the set schedule.

The Wheatland County Chamber of Commerce had requested a water connection at the corner of Central and 2<sup>nd</sup> St (old Smart property). This curb stop was installed incorrectly during the phase 3 water project (Battle Ridge Builders) so the city was having to dig up the sidewalk and the street in order to fix it. Kathie recommended that Bob make sure Joel Pilcher of Great West Engineering was informed of the situation.

Rob Elwood asked if anything could be done regarding the awning at the old bowling alley. Bob replied that it is private property and unless the council directed him to do something it would be the property owner's responsibility.

Bob informed the council that a suspected theft of services had happened and that he had spoken with Sheriff Misner about the situation and how best to proceed. Sheriff Misner took it upon himself to go talk to the suspected thief without informing the mayor or Bob. Mayor Otten will talk with Sheriff Misner about the situation.

Charley Bennett asked about the culvert in the creek located down by his place. He still feels that the creek needs to be cleaned out in order for water seepage to stop in basements of houses in that area. Paul reminded him that any cleaning of the creek would need to be permitted through the proper authorities.

## MAYOR REPORT

Paul reported that NorthWestern Energy had been installing new LED street light heads. He had spoken with representatives of NorthWestern Energy and was told that the city should see a bit of a reduction in the cost for the street lights. Discussion on if the LEDs could be controlled for brightness and time of day operation was held.

## ITEMS FOR NEXT MEETING

The next council meeting will be May 26, 2020 at 7:00pm at the Harlowton City Hall.

A budget amendment resolution will be presented as well as discussion for the 2021 street light and street maintenance district assessments will be held.

## CLAIMS

Ron Teig made the motion to pay claims, checks #22451-22474, from April 25, 2020 through May 8, 2020. There were no questions or comments. Frank Brouillette seconded the motion. Motion passed unanimously.

Meeting adjourned at 8:46 pm.

Council Members Physically Present: Charley Bennett, Frank Brouillette, Jim Kalitowski, Jack Runner, Ron Teig

Council Member Present via WebEx meeting: Rob Elwood

Employees Present: Bob Schuchard

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Paul Otten, Mayor

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Kathie Newland, Clerk

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