

City Council Meeting Minutes  
November 9, 2021  
City Hall

A regular meeting of the Harlowton City Council was held on November 9, 2021. The meeting opened at 7:00 pm with the Pledge of Allegiance. Minutes of the October 26, 2021 Council minutes were approved as written.

PUBLIC COMMENT: Community member Mike DeBorde stated that he was working on a lot of junk hauling and would like to either continue to lease the City property that was being used to store the junk or possibly purchase the land. Discussion took place regarding Joe Hagl being involved. Mike stated that Joe had been helping him with the business while he was ill but that it was still Mike's business. Mayor Paul Otten stated that the City leased land would be put on the 12/14/21 agenda.

#### UNFINISHED BUSINESS

1) Paul stated that North West Energy had been at the City property previously known as Biegel's Bar to disconnect the power. Paul had asked NWE to sever the gas line but NWE wasn't sure if they would be able to do it before the winter frost set in. The City Public Works Department had cleared the old staircase out from the back area of the building.

#### COMMITTEE REPORTS

Council member Jack Runner stated that there was nothing new to report regarding the library.

Committee Chair Frank Brouillette stated that the Ordinance Committee was at a stand still while waiting for more information from the City Attorney regarding the Decay and Fire Pit Ordinances.

Council member Charley Bennett gave a report on the pool. He was waiting for Thompson Pools to come set up the new parts for the pool.

Public Works Director Bob Schuchard stated that there was nothing new to report on the Tree Board.

Bob gave a report on the Wetlands Rail Trail. The DEQ and Marketing people would be in town from 11/17-11/19 doing public meetings at the Kiwanis Center. Paul stated that they would also be doing a walkabout at the Roundhouse area on Wednesday 11/17.

#### NEW BUSINESS

1) Harold Lance from AMKO gave a presentation to the Council regarding the option of refinancing an old USDA Sewer loan. AMKO specializes in helping smaller, unserved communities with refinancing loans. Harold stated that it's a good time to refinance and that the City could save approximately \$156,000 and pay off the loan a year early. An Operation Manager from AMKO would work with the City Clerk-Treasurer to gather the necessary documents to present for bids. The process would take 60-90 days (considering the holidays might slow the process a bit). AMKO uses Dorsey & Whitney for bond council but the City would be allowed to use whoever they want. Frank asked Harold if AMKO would help with other loans the City has down the line. Harold said

that AMKO could definitely help the City. Harold also stated that the USDA does not refinance loans, only issues them.

Paul stated that the loan refinance would be put on the agenda for a vote at the 12/14 City Council meeting.

2) The City getting a credit card was presented. The card would be used for online purchases mostly and would have Bob, Lara and Paul as signers. Frank made a motion to allow the City to get a credit card. Charley seconded the motion. The motion passed unanimously.

3) The City getting an amazon account was presented. Discussion took place regarding the necessity, frequency and usage. Discussion took place regarding when to keep it "local" and when it would be necessary to use the card. Lara stated that currently the City was using Deputy Clerk Alanna Berg's account when using amazon. Not having a City account would not stop the use of Amazon. Charley made a motion to allow the City to get an amazon account. Jack seconded the motion. The motion passed 5/1 with Frank voting against it.

4) Discussion took place regarding door hangers for late utility bills. Attaching a fee of \$25 would discourage those who just "forget" to come in. ACH payments would be strongly encouraged for people who routinely forget. The City would be open to working out payment plans with those who were behind and financially strapped. Alanna would add a "note" to the utility bills going out at the end of the November giving a notice of "\$25 door hanger fee starting January 2022". Charley made a motion to pass the \$25 door hanger fee. Ron seconded the motion. The motion passed unanimously.

5) The City's printer had recently died and needed to be replaced asap. A proposal was made to allow ARPA funds to be used to pay for the new printer. Frank made a motion to pass the usage of ARPA funds for the new printer. Council member Allison Jones seconded the motion. The motion passed unanimously.

6) The first reading of the Floodplain Ordinance took place. The second reading a Council vote would occur on 12/14.

#### PUBLIC WORKS DIRECTOR REPORT

Bob gave a report. The pipe freezer had arrived and was working. They had used it 2 times already. The Christmas lights were being prepared for the E57B. The lighting would take place 12/7. Seth, the electrician at the lagoon was tracking the meter. No alarms were going off but now the generator runs for 4 hours instead of 1 hour/day. Bob asked Charley if the old boiler could be scrapped. Charley said yes. There had been no interest from anyone in buying it.

#### MAYORS REPORT

Paul stated that the January oaths would occur with Charley doing his via zoom. Karen was looking for a notary in Arizona to help with the process. The available Council training dates in January were the 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, or 18<sup>th</sup>. Frank prefers the 13<sup>th</sup> or 18<sup>th</sup>. Lara will reach out to Clyde Park and Moore to see which of those two dates works for them.

#### ITEMS FOR NEXT MEETING

The next council meeting will be December 14 2021

at 7:00pm. Mike DeBorde, AMKO and the second reading of the Floodplain Ordinance would be on the agenda.

Items to discuss:

- Floodplain ordinance 2nd reading and vote

#### CLAIMS

Frank made a motion for the claims from October 25<sup>th</sup> through November 5<sup>th</sup> be approved for payment. Ron seconded the motion. The motion was passed unanimously by council.

The meeting was adjourned at 8:03pm.

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

Council Members Absent: none

City Office: Mayor Paul Otten, City Clerk-Treasurer Lara Brisco, Public Works Director Bob Schuchard,

Public Present: Mike and Pam DeBorde, Harold Lance, AMKO representative.

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Paul Otten, Mayor

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Lara Brisco, Clerk-Treasurer