

March 8, 2022  
Harlowton City Hall

A regular meeting of the Harlowton City Council was held on March 8, 2022. The meeting opened at 7:00pm with the Pledge of Allegiance. Minutes of the February 22, 2022 Council minutes were approved as written.

PUBLIC COMMENT: There was no public comment.

#### UNFINISHED BUSINESS

1) Paul gave a report on updates of Biegel's Bar. Schumacher Trucking and Excavation had won the bid at \$48,540. The bids had been projected at \$50,000. Seventy-five thousand dollars is available for the entire project. The start date is unknown. Public works director Bob Schuchard had talked to Pete Heal at Northwest Energy about removing the gas line. Pete had stated that it would not be done anytime soon. This was last fall 2021. Paul stated that it needed to be done soon and that Northwest Energy had been given plenty of time. The gas line needs to be dug up by the alley. Paul stated that he would get a hold of Northwest Energy tomorrow. Council member Charley Bennett asked if the property buyer would not have a gas line. Paul stated that they would have to get one themselves.

#### COMMITTEE REPORTS

Council member Jack Runner gave a report on the library. The fundraiser for the library's Dennis Washington grant would be this Thursday from 5:00 to 6:30. At 6:30 there would be entertainment including authors in the community. The event would take place at Gally's Brewery.

Ordinance Committee Chair Frank Brouillette stated that the decay ordinance revision had public comment at this week's meeting. Dane Elwood had given a letter to the committee to review. Karen would revise the document a second time and present it again for public comment at the next meeting on March 22nd 2022. Then eventually they would have a first and second reading with the council. Charley stated that he would like to see the letter and the revised copy when Karen was done.

Council member Charley Bennett gave a report on the pool. The solar covers had been ordered and Charley would pick them up in May. Bids for the pool house renovations had been received by Ron Fischer. The total amount for the bids came to \$95,000. Charley was concerned about inflation and overbids. He stated that he would discuss it with the contractors and the electricians because he felt it was too pricey.

Public Works Director Bob Schuchard gave a report on the Tree Board. Lara had given the tree board budget to Bob and he would be ordering trees in the third week of March.

Council member Ron Teig Stated that there was nothing new to report regarding the wetland rail trail.

## NEW BUSINESS

1) Resolution 2022-02 was presented. Lara stated that it was part of the preservation grant documents that had been discussed at the February 22nd meeting. Jason Seyler at DEQ had requested these documents be completed again as similar documents had been created in 2020 for a preservation grant application. Resolution 2022-02 states that the Roundhouse project would not significantly affect the quality of the human environment or create significant public controversy and that an environmental assessment and environmental impact statement would not be necessary. Lara stated that a similar document had been adopted by the city in 2020 and that this would be the same type of document necessary for the application process. Ron made a motion to pass Resolution 2022-02. Council member Kathleen Schreiber seconded the motion. The motion passed unanimously.

2) Resolution 2022-03 was presented to the council. This resolution would be adopting the Wheatland County Disaster Mitigation plan that had been created in 2021. Jack made a motion to pass Resolution 2022-03. Council member Allison Jones seconded the motion. The motion was passed unanimously.

3) Resolution 2022-04 was presented to the Council by Lara. This resolution would allow the City of Harlowton to obtain the allocated funding from BARSAA, the state gas tax. Lara stated that the City was set to receive \$26,599.30 for the calendar year 2022. These funds could be used for street related expenses. Ron made a motion to past Resolution 2022-04. Allison seconded the motion. The resolution was passed unanimously.

4) The Council had been asked at the February 22nd 2022 meeting to think about ideas for the ARPA Minimum Allocation Grant application. The projects must be water and or sewer related. Paul asked Bob if he thought maybe the house is at the base of Central Ave South could have the sewer line fixed. Bob stated that they could be relined. Discussion took place regarding what is considered private property issues with lines and what is considered City problems. For example, some houses have combined lines. Paul asked Bob what other areas were an issue with the sewer lines. Bob stated that the dead ends at the park cannot stay clean because they are not used enough. The main gets plugged and needs to be cleaned out. He stated that it needs to be relined or replaced. The clay pipe is a problem. It was agreed that this would be a great project for the funds to be used. Discussion took place regarding replacement versus lined pipe prices. Frank asked how long the lining would last. Bob stated 40 to 50 years. The City will begin the application process for the minimum allocation grants for ARPA. They would be focusing on either replacing or relining these pipes at the parks dead end areas.

## PUBLIC WORKS DIRECTOR REPORT

Bob gave a report. Bob stated that there has been issues with people requesting emergency locate when it is not really an emergency. Bob and Jeff have two hours to get an emergency locate. They have three days to get a regular locate. Bob stated that locates were being requested but were not being dug. They were "just in case" type situation. Bob stated that there is a \$2500 fine for abusing the emergency locate requests. Also, these requests were causing more overtime for Bob and Jeff than he felt would was necessary. Paul asked if the City could charge people for these services. Bob stated that they could not be charged. Jack asked who would cite people for abuse of this request. Bob stated that he was not sure. Discussion ensued regarding how to crack down on these situations where emergency locate requests were being abused.

Bob stated that the UV building garage door had been installed. The pressure tank would be installed tomorrow. Some electrical was still needed at the lift station but it was much more efficient.

#### REPORT OF THE CLERK-TREASURER

City Clerk-Treasurer Lara Brisco gave her report. Lara stated that there was concern over lack of applications being turned in for lifeguard positions at the pool. She had spoken with that City of Townsend and last year they did not even open because of the same issue. Lara was concerned about the time frame she would have for interviews, hiring, and any training such as CPR/ first aid and lifeguard. Lara asked what should be done. Kathleen stated that Lara should reach out again to Sandy Wolstad at the high school since basketball season was over.

Lara stated that starting in April anyone who had not either started a payment plan with the City for delinquent bills or who was not paid up would have their water shut off. Lara asked how she should go about advertising this. Paul stated that she should post on Facebook and in the newspaper. Lara and the City's Deputy Clerk Alanna Berg would send letters out as a final warning to these people.

#### MAYORS REPORT

Mayor Paul Otten gave his report. Great West engineering had donated \$1000 to the pool. The estimates had come in for moving the Japanese Town boxcar to the Roundhouse property. Fifty-eight hundred seventy dollars was proposed as the cost for the project. Times-Clarion reporter Dan Edwards was present at the meeting to give an update on the progress of the boxcar project. A preservation grant would be we applied for in the fall. The boxcar would need to be cleaned out eventually an assistance might be necessary from volunteers.

#### ITEMS FOR NEXT MEETING

The next council meeting will be March 22, 2022 at 7:00pm.

#### CLAIMS

Charlie asked what the Beley sewer charges were for from Fisk. Bob stated that the issues with the sewer line were unclear as to whether it was the city or private responsibility.

Frank mentioned that the City was still paying Alanna for mileage and lunch to deliver sewer samples to Billings. He stated that he had looked into a private Courier and that he believed it would save the City money to utilize this option. He stated that it would only be \$40 per trip to use this Courier. Also, an app would be available for tracking the package.

Frank made a motion for 22 claims (19230 through 19257, 19274) from February 21st through March 4th be paid. Jack seconded the motion. The motion passed unanimously.

The meeting was adjourned at 7:45 pm.

Council Members Present: Charley Bennett (via phone), Jack Runner, Kathleen Schreiber, Frank Brouillette, Allison Jones, Ron Teig

Council Members Absent: none

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

Public Present: Dan Edwards (Times Clarion), Undersheriff Randy Cameron, Deputy Eric Karsten

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Paul Otten, Mayor

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Lara Brisco, Clerk-Treasurer