

Harlowton City Council Minutes  
February 13, 2018  
Harlowton Public Library Conference Room

A regular meeting of the Harlowton City Council held February 13, 2018 opened at 7:00 pm with the Pledge of Allegiance. Minutes of the January 23, 2018 council meeting were approved as written.

There was no public comment.

Council member John Anderson was not in attendance to submit a library committee report.

Paul Otten presented the 2<sup>nd</sup> quarter financial reports. He asked questions to be directed to city clerk-treasurer Kathie Newland. Kathie commented that anyone could come to city hall and ask questions or get clarification on anything in the financial statements at any time.

Paul Otten updated the council on the recent floodplain meeting held on February 6, 2018. Tiffany Lyden, Sterling Sundheim, Lori Sears of DNRC, presented information regarding the draft floodplain maps. Page Dringman, Wheatland County Floodplain administrator was also there. Lori informed the city that there is a current Harlowton ordinance that indicates the city would comply with MT Floodplain regulations. Ian feels the city has not been doing its due diligence in upholding these requirements. Paul explained there are strict regulations for anyone if they are going to improve, update or build within the floodplain. Paul asked the council to assist in identifying any of these types of projects. A letter needs to be sent to the DNRC to formally request where they got their information for determining the potential new floodplain area. There are areas on the draft maps that don't make sense to be included in the floodplain.

Paul went to the county commissioners on February 5, 2018 to discuss a contract between the county and the city for the fire department. Past city council minutes (November 2009) indicated the county would draft a contract. To date a contract has not been found. Council member Ron Teig suggested a more equitable distribution of expenses should be discussed. Paul suggested a meeting with fire chiefs Chris Anderson and Kevin Knutson should be set up to discuss the details prior to the county attorney working on this. Kathie Newland commented that this discussion only came up as the true "ownership" of the Harlowton Fire Relief Association needs to be determined in order to potentially avoid an audit finding on the fiscal year 2018 audit.

Lauri Teig updated the council on a DNRC Grant that the Harlowton Tree Board applied for and received. It is a matching grant for \$3,000 to assist in planting trees. The tree board has the matching funds in their savings account already. The funds need to be expended by October 2018. Council member Rob Elwood asked if trees beneficial to bees were being planted. Lauri explained that the city is trying to get away from the current monoculture and plant a wide variety of trees. In the past honey locus and hawthorn have been planted. Trees are purchased from Blake Nursery and the city follows their recommendations for which trees to purchase. Jim Kalitowski asked how the trees that were planted last year are doing. Ian indicated he thought only one had not made it through the summer.

Paul reminded the council of the upcoming Local Government Center's elected official training that will be held at the Harlowton Public Library on February 20, 2018 at 6:00pm.

Ian updated the council on the phase 4 TSEP funding situation. Great West Engineering explained the options to Ian after they recently attending an informational meeting on House Bill 6 which impacted the TSEP grants. The options included:

- waiting until May 2019 to bid and construct the full project which would allow us to know the disposition of all funding (TSEP, CDBG etc.)
- bid and construct the reduced scope project in 2018, then bid and construct the remainder of the phase once TSEP funding was secured in 2019
- bid and construct the full project in 2018, borrowing the TSEP funding (\$750,000) until said funding was available in 2019, and then pay that loan off.

Discussion ensued over the benefits and drawbacks of the options. Council consensus was to bid and construct the reduced scope project in 2018. A continuation letter will need to be sent to TSEP in order to let them know that the city is still wanting to be considered for the funding when it becomes available.

Ian reported to the council that the city crew has been continuing to plow snow; however, the streets and roads budget has been spent. Bob Schuchard and Ian will be attending the rural waters conference in Great Falls next week.

Kathie requested to make business cards with each council members contact information on it. Residents come to city hall requesting that information and Kathie is unsure of what information to hand out-home phone numbers, cell phone numbers, email addresses, etc. Kathie will contact each council member to find out what information they would like to have on the business cards. Kathie will print them in house.

Next council meeting will be February 27, 2018 at 7:00pm the Harlowton city hall.

Ian has suggested the council consider what days they will do the Harlowton Clean-up Day and the 2018 rates for the transfer station. He is requesting this discussion be held at the March 13 meeting.

Paul would like to request city attorney Karen Hammel to attend the next council meeting to discuss the process she would like to use to get the ordinances updated.

Paul commented that he had been in contact with NWEnergy regarding the street lights. They have indicated that NWEnergy will be doing a study on LED street lights and will likely use Harlowton as an initial installation site. This would be sometime in 2019. Council member Rob Elwood noted that there are lots of trees that obstruct the street lights. Ian informed him that the city is responsible for the trimming of those trees. Ron Teig asked if the replacement of the street lights to LEDs would affect the old contract. Paul stated likely it would. Paul also had tried to contact the MT Department of Transportation to find out why the city is responsible for the lighting along the highway through town. He has not been able to contact the appropriate person yet.

Ron Teig made a motion to pay the claims, checks #21316-21335 from January 20, 2018 through February 9, 2018. Jim Kalitowski seconded the motion. Motion to pay claims passed unanimously.

Meeting adjourned at 8:02 pm.

Council Members Present:

Rob Elwood, Jim Kalitowski, Ron Teig, Charley Bennett (via telephone)

Council Members Absent:

John Anderson, Frank Brouillette

Employees Present:

Ian Reed

---

Paul Otten, Mayor

---

Kathie Newland, Clerk