

Harlowton City Council Minutes  
December 10, 2019  
Harlowton City Hall

A regular meeting of the Harlowton City Council, held December 10, 2019 opened at 7:00 pm with the Pledge of Allegiance. Minutes of the November 12, 2019 council meeting were approved as written.

There was no public comment.

Mayor Otten updated the council on Biegel's Bar ownership transfer. Paul reported receiving a text from Steve Olson indicating there were personal items and the awning located on the front of the building that he wanted and was trying to find help to get the items moved. He is hoping to sign the quit claim documents by the end of the year. The south and east walls of the city hall main room were pointed out to the council members. There appears to be newly formed damage on the walls. Ian inspected the city hall roof and reported that a snow pile located on the Biegel's Bar burned "roof" was right up against the city hall wall in that same location. It is suspected that the melting of this snow may be causing damage to the city hall. Council suggested to Paul to use this information to perhaps prompt Steve Olson to get this ownership transfer done.

Paul reported that there were no actual project costs estimated for extending the city sewer service toward Bryan Tomlinson property (Van Cleve Addition Block 12 Lots 1-9 and 16-24) and an estimate would have to be calculated based on some old information. The information provided at last council meeting was for water services only.

As previously reported, Bryan Tomlinson has sold the property that the city needs easement through to extend 6<sup>th</sup> Street NE through to the "Old Gap Highway". Paul would like to continue to pursue this project once the new owners can be contacted. As such Bryan Tomlinson would no longer have property to exchange for the alley closure. If he wants to close the alley there are other options available to him.

Paul asked if the council was interested in selling the industrial lots. Rob Elwood requesting waiting for a while to see if the new proposed energy projects expected to move into the area will be interested in the lots for possible portable office space. Charley Bennett asked if the Absaroka Power project would be interested in any other property the city owns for a "man camp". Discussion regarding the amount of space needed for a "man camp" and if the city had such space ensued. Agenda item "Sale of the city industrial lots" will be removed from the agenda as unfinished business.

Paul reported that he had contacted Darlene Bacon regarding the "Welcome to Harlowton" sign that the HHS FFA students have been working on. The Wind Impact Grant committee has given their permission to have the sign located on the Wheatland County Chamber of Commerce property located on the corner across from the E57B train engine rather than in Fischer Park. Ron Teig asked if the MT DoT had been contacted as he believes permission would need to be granted for a sign to be installed along the highway. Paul said he would discuss this with Darlene Bacon as she was the one who is coordinating this project.

John Anderson reported that the library had submitted their required statistical information, the Washington Grant paperwork had been submitted as well. There will be a city employee / council Christmas party on December 18, 2019 at 4:00pm at the library.

Rob Elwood updated the council on the ordinance committee's progress. The committee has decided on an approach to review the lengthy sample of water and sewer regulations. The Ordinance/Municipal Code

Variance Request Form will be presented later in the council meeting for approval. Licenses for liquor, beer, wine and cannabis are still being discussed.

Ian reported that the phase 3 clean-up efforts at the railroad grounds has been about 2/3 completed and the contracted company hopes to be finishing up this phase this week. Three DNRC grants / DEQ MOAs have been extended so the funding will not be affected by the delayed work and asbestos discovery situations. Additional fuel storage tanks have been found in the digging process so those will have to be dealt with as well. For now the sand tower and other building down there are being left alone even though there is fuel contamination under them. The council needs to make a decision on what to do with those two building. Ron reported that some storm water protection issues had arisen and Lauri Teig (storm water protection plan inspector for the project) had to do some inspections and approvals for the project to proceed.

There was no Tree Board report.

Charley Bennett reported that he would like to donate his yearly council member stipend to the pool fund. Jessica McKeever reported that she had obtained a quote from Justin Johnson on a floor covering called "Granite Grip" for the shower room floors. Justin would donate his time to install the product with the city paying for the product itself. The estimate was for \$1,000 - \$1,200 for the product. Jesi asked for the council to consider rate changes for swimming passes and daily entrance fees. As this item was not on the agenda the council listened to her information and will consider it at the next council meeting. Jesi also requested being trained as a life-guard trainer. This will also be discussed at the next council meeting. Jesi is also researching the winter pool cover situation. She will contact and look at surrounding pools to see what they do for winter cover situations. Friends of the Pool have appointed Esther Fischer as their chairperson, Myrna Mysse as the secretary with Karena Dale as financial liaison. Jesi reported that some young children sold crafts at the recent craft fair and had raised about \$820 for the pool. Paul requested Jesi to remind the committee that donations for the pool should come through the city office and not directly to the bank as accounting for direct deposits into the account is time consuming and prone to errors.

Paul Otten swore in new ward 2 council member Jack Runner along with Rob Elwood (ward 1) and Ron Teig (ward 3).

Jesi had provided the council with a letter explaining the Friends of the Pools recent fund raising efforts and plans. Jesi reported that the "yard takeover" will be probably finish on December 14, 2019 or so. The paver sales to replace the walkway is a project that the Kiwanis may be able to take over as they might have matching funds for the project. The Kiwanis club meets on Wednesday December 11, 2019 and this will be discussed. Paul reported that the city did not receive any funds from the Wheatland County Community Foundation request that had been submitted.

The Ordinance/Municipal Code Variance Request Form was reviewed. Rob Elwood explained that this form would be for anyone wanting a variance of any type. The request would then be presented to the council for approval or denial. John Anderson made the motion to approve the Ordinance/Municipal Code Variance Request Form as presented. Jim Kalitowski seconded the motion. There were no further questions or comments. Motion passed unanimously.

Resolution 2019-14 RESOLUTION DECLARING CERTAIN PROPERTY TO BE UNNEEDED AND OBSOLETE AND AUTHORIZING THE DISPOSAL OF SUCH PROPERTY was presented. Ron Teig made the motion to approve resolution 2019-14 as written. John Anderson seconded the motion.

There were no further questions or comments. Motion passed (Ayes: John Anderson, Charley Bennett, Frank Brouillette, Jim Kalitowski, Ron Teig Abstain: Rob Elwood).

Paul Otten opened the two sealed bids that had been received for the solar panels located on the library roof. Val Schreiber submitted a bid for \$76.58 and Rob Elwood submitted a bid for \$113.13. Rob Elwood had the winning bid. Rob will coordinate with Ian Reed on the removal of the solar panels.

Resolution 2019-15 A RESOLUTION RESOLVING THE INTEREST OF THE CITY OF HARLOWTON TO PARTICIPATE IN THE “SNOWY MOUNTAIN DEVELOPMENT CORPORATION,” A REGIONAL ECONOMIC DEVELOPMENT ENTITY ESTABLISHED FOR A SIX COUNTY AREA OF CENTRAL MONTANA, TO DEVELOP HUMAN CAPITAL, INFRASTRUCTURE, COMMUNITY, BUSINESS, AND NATURAL RESOURCES AND IMPROVE THE ECONOMIC AND EMPLOYMENT OPPORTUNITIES FOR THE BENEFIT OF ALL CITIZENS IN THE AREA was presented. John Anderson made the motion to approve Resolution 2019-15 as written. Ron Teig seconded the motion. There were no further questions or comments. Motion passed unanimously.

Ian requested that the council decide on how to handle residents who are not shoveling sidewalks as per ordinance 2-2019. Discussion regarding if the city crew had time to remove sidewalk snow or whether a contractor could be hired to do it were held. Discussion regarding the state road crew plowing snow up onto the sidewalks along the highway was held. Ron Teig will talk with Jim Clements (MT DoT) to see what can be done. Resident Val Schreiber expressed his concerns regarding the state crew plowing snow up into his property (Sheps 408 3<sup>rd</sup> St NE). John Anderson had received concerns from constituents regarding where to shovel their snow as it is against the ordinance to push it to the street if the street plow has already plowed. Rob explained that the snow would have to be piled in their yard if the plow had already been by. Council directed Ian to get quotes from locals who could do the sidewalk clearing. Ian will check with Todd Schock and Rob Barnhart.

Ian asked for the council guidance on how to handle a recent property sale within the city. LouAnn Huck’s home (406 2<sup>nd</sup> St NW) was sold separately from the trailer park. There is only one service line for those properties (through the house then to the trailer park). Ian suggested that the owners of the property each request a variance to allow the servicing of these two properties through one line until the lines could be installed properly this next summer during the phase 4 water project. The property owners would have to work out a private agreement on who and how to get the monthly utility bill paid. Ian will discuss this with the property owners and get the process started.

Ian reported that there had been another water break on A Place. It has been patched and should last until it can be replaced in the phase 4 water project.

Rob Elwood asked how the phase 4 project went on the post office alley portion. Ian indicated it had gone well and was done quicker than expected. Do All Construction had decided to shut down construction for the winter season and will start again next spring.

Rob asked if the council had noticed the new “No U Turn No J Turn” signs that had been installed. Ian indicated that they are running out of space on the poles to install signs.

Paul Otten reported he had spoken with Dan Clark (Local Government Center). Dan recommends the city implement a council code of conduct. This will be worked on in the upcoming year.

Paul reminded the council that there will be a “Thank You Party” for John Anderson on Friday December 13, 21019 from 3:00pm to 6:00pm at the Harlowton Public Library. Paul thanked John for his many years of service to the city.

The next council meeting will be January 14, 2020 at 7:00pm at the Harlowton City Hall. Council was reminded that there is only one council meeting in December and claims approval would need to be done by December 24, 2019.

Ron Teig made the motion to approve previously paid claims, checks #22222-22239, from November 9, 2019 through November 22, 2019. These claims had been previously approved due to cancellation of the November 26, 2019 council meeting. Rob Elwood seconded the motion. There were no further questions or comments. Motion passed unanimously.

John Anderson made the motion to pay the claims, checks #22240-22283, from November 23, 2019 through December 6, 2019. Jim Kalitowski seconded the motion. There were no further questions or comments. Motion passed unanimously.

Meeting adjourned at 8:07 pm.

Council Members Present: John Anderson, Charley Bennett (via telephone), Frank Brouillette (arrived during unfinished business item 5), Rob Elwood, Jim Kalitowski, Ron Teig  
Employees Present: Ian Reed, Jessica McKeever (arrived during unfinished business item 5)

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Paul Otten, Mayor

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Kathie Newland, Clerk