

September 8, 2026
Harlowton City Hall

A regular meeting of the Harlowton City Council was held on August 25, 2026. The meeting opened at 7:00pm with the Pledge of Allegiance.

Councilmember Frank Brouillette moved to approve the minutes of the August 11, 2026, Council meeting as corrected. Councilmember John Billadeau seconded the motion. Motion passed unanimously.

PUBLIC COMMENT OF ITEMS NOT ON AGENDA: None

COMMITTEE REPORTS:

Library: Councilmember Susan Beley reported the library has two art shows going on that will come down at the end of this month. The puzzle swap is this week. For July the library had 1263 browsers, 875 check-outs, and 266 Wi-Fi users. The library will have a special event on September 28th. Susan also did a shout out to Tina and Lori for their tech help. They had 21 people come in with their devices.

Tree Board: Councilmember Vicki Paddock reported the Tree Board met today but did not have a quorum. They are still looking for a chairperson, if anyone is interested in being on the tree board.

Recreation: Councilmember Charley Bennett said he didn't have his notes. Councilmember John Billadeau said he didn't get any notes. No report.

Ordinance: Councilmember Frank Brouillette said there is little to report. They are waiting for the soft copy from Civic Plus. The committee would like to try to work through the ordinances faster.

Railyard/Roundhouse: Mayor Runner said we are still working on getting members for this committee.

OLD BUSINESS:

Cody Nelson-Fire Mitigation: Cody Nelson talked to Council about the City becoming involved in a social media campaign with Wheatland County DES. There would be no funding requirements. It would consist of educational posts on social media. Councilmember Susan Beley moved to do a social media campaign with Wheatland County DES. Councilmember Charley Bennett seconded the motion. Motion passed unanimously.

Local Government Services Packages: Mayor Runner reported he has not gotten confirmation from Judith Gap and Ryegate. They are both confused by what they can still get from Local Government Services. Mayor Runner would like to give them until last meeting in September to decide. Councilmember Vicki Paddock made a motion to postpone a decision on the Local Government Services package until the last meeting in September. Councilmember Susan Beley seconded the motion. Motion passed unanimously.

Signs in Park: Mayor runner asked Council if they would be willing to postpone deciding on what the signs at the park should say until the ordinances are more in line. By waiting, the fines will be enforceable. Councilmember Vicki Paddock moved to wait on the park signs until the ordinances are more in line. Councilmember Kyle Lawson seconded the motion. Motion passed unanimously.

Valuation of 2004 Ford F150 for sale: Councilmembers were given Kelly Blue Book valuations for the 2004 Ford F150 in fair and good condition. With that information they decided on a low bid of \$2000. Councilmember Susan Beley moved to sell the 2004 Ford F150 by sealed bid with a minimum bid of \$2000. Bids will be opened during the Council meeting on September 22nd. Councilmember Vicki Paddock seconded the motion. Motion passed unanimously.

Four Corners Recycling: No one from Four Corners Recycling showed up for the meeting.

NEW BUSINESS:

Golf Course Stairs: Councilmember Susan Beley reported that the Golf Course Board wants to let the City know they will be repairing/replacing the outside staircase as they are in bad shape.

Cleaning Water Tower: Mayor Runner explained that Independent Inspection Service was here and cleaned the water tower tank. Public Works Director Bob Schuchard said the divers reported that our tank was very clean. It had very little sediment in it. The current cleaning is on a 5-year cycle, but the cleaning company recommends going to every three years. After discussion, Council feels that staying on the 5-year cycle and revisiting it after the next cleaning is best for the city. Councilmember John Billadeau moved to have the water tower tank cleaned in 5 years and revisit doing it more often then. Councilmember Vicki Paddock seconded the motion. Motion passed unanimously.

Decision on City Being a Pass Through for Grants: Mayor Runner explained that in the past, the city has been a pass-through account for local entities for grants, the Callant grant in particular. It was an audit finding for us this year. Cody Nelson let Council know that as a pass-through, you are responsible for reporting on how the funding is spent for 5 years. Councilmember Vicki Paddock moved to not be a pass-through account for grants in the future. Councilmember Susan Beley seconded the motion. Motion passed unanimously.

Approval of Journal Vouchers: Mayor Runner asked for approval of the Journal Vouchers that were required by the auditor for Fiscal Year 2025. Councilmember Susan Beley moved to approve the journal vouchers. Councilmember John Billadeau seconded the motion. Motion passed unanimously.

Council to decide if they or the Mayor approve Journal Vouchers: Mayor Runner let Council know, that per the auditor, they could decide to have the Mayor approve Journal Vouchers if they so desired or the Council could continue to approve them. After much discussion, Councilmember Susan Beley proposed having the Mayor and Council President approve them. After more discussion and input from residents, Councilmember Susan Beley moved to continue

having Council approve Journal Vouchers. Councilmember John Billadeau seconded the motion. Motion passed unanimously.

Leases: Mayor Runner asked for members of the Council to assist the Mayor and City Attorney in going over all the City leases and updating them. Councilmembers Frank Brouillette and Charley Bennett volunteered to be part of this committee. Councilmember John Billadeau moved to approve Frank Brouillette and Charley Bennett to be on the lease update committee. Councilmember Vicki Paddock seconded the motion. Motion passed unanimously.

Approve Letter & Billing to Severed Accounts: Mayor Runners asked the council if they had read the letter in their packet to be sent out to the severed accounts in town. He also said he wanted to update the letter with the cost to hook up to city water. Councilmember Susan Beley moved to approve the letter with the addition of the hook-up costs. Councilmember John Billadeau seconded the motion. Motion passed unanimously.

Fascia & Capping for Library and wall between City Hall & Library: Councilmember Kyle Lawson said he had gotten one bid for the repairs to the fascia and capping on the wall between the library and city hall. He is waiting for one more contractor to get him a bid. He also has a material list, but not labor. Mayor Runner asked if this could be postponed to the September 8th meeting. Councilmember Susan Beley made a motion to postpone the fascia and capping for the library to the September 8th meeting. Councilmember Vicki Paddock seconded the motion. Motion passed unanimously.

Open Bids for Library Gutter/Drainage Repair: Mayor Runner let Council know there are no bids for the gutter drainage repair for the library. He said Councilmember Susan Beley has been in contact with Jimbo Fisk, the owner of the building, and he is going to repair his drainage system also. Councilmember John Billadeau is going to contact Jimbo about doing the projects together. Councilmember John Billadeau made a motion to postpone this item until the September 8th meeting. Councilmember Kyle Lawson seconded the motion. Motion carried unanimously.

PUBLIC WORKS DIRECTOR REPORT: Public Works Director Bob Schuchard reported they had the water tower cleaned. They are drying sand in preparation for winter. They have also been doing some tree trimming.

REPORT OF THE CLERK-TREASURER: Clerk-Treasurer Anita Leach reported she has been working on the journal vouchers for the audit. The Callant Grant money came in. The Library and the Golf Course both received grant money. The city received money for the weed program, pet spay-neuter program, recycling, and the pool house roof.

MAYORS REPORT: Mayor Runner said the audit has been interesting, and we have been working on the budget. He also reminded everyone there is a meeting with Jason Seyler, Tonya Garber, and the City County Preservation Committee here at city hall on Wednesday.

REPORT OF ATTORNEY: City Attorney Brent Brooks reported he has finished his review of the Civic Plus chapters. He had two changes of plea today. He has a partner/family member assault trial set for September 24th which will probably go to trial. He met with the Sheriff today.

REPORT OF WCSO: None

ITEMS FOR NEXT MEETING: September 8th-Library Roof, September 22nd-Local Gov. Packages, Gutter/Drainage bids, Public Works vehicle sale, September 1st Budget Hearing

CLAIMS:

Councilmember Frank Brouillette made a motion to approve claims, 22968-22996. Councilmember Vicki Paddock seconded the motion. The motion passed unanimously.

The meeting was adjourned at 7:59pm

Council Members Present: Susan Beley, Kyle Lawson, Charley Bennett, Vicki Paddock, Frank Brouillette, John Billadeau

Council Members Absent: None

City Office: Mayor Jack Runner, City Clerk-Treasurer Anita Leach, Public Works Director Bob Schuchard, City Attorney Brent Brooks

Public Present: Charlotte Runner, Dane Elwood, Claire Miller, Aubrey Miller, Julie Berg, Tina Peterson, Cody Nelson, Steve Stewart, John Shontz

Jack Runner, Mayor

Anita Leach, Clerk-Treasurer