October 25, 2022

Harlowton City Hall

A regular meeting of the Harlowton City Council was held on October 25, 2022. The meeting opened at 7:00pm with the Pledge of Allegiance.

The minutes of the October 11, 2022 Council meeting were approved as written.

**PUBLIC COMMENT:** Council member Allison Jones stated that the Chamber would like to look into using fireworks during the tree lighting ceremony and asked how they would go about getting approval for that. She also stated that the Chamber would like to put someone on the train roof. Public Works Director Bob Schuchard stated that the roof was rotting and that it wouldn’t be safe to do so. He stated that when they hang lights on the train car, they crawl on their hands and knees. Frank stated that the Council would need to approve the fireworks and that she could get on the agenda for the next meeting.

**COMMITTEE REPORTS**

Council member Jack Runner stated that smoke detectors had been installed at the library and the front door area was complete. There had been issues with the roof leaking but the area had been caulked by the company that did the roof. With the recent rain, the roof had not leaked but we would have to wait and see during the snow season. Lots of upcoming events at the library include brick builder’s club, virtual events, book sales, craft swap and archery.

The Ordinance committee did not meet this week. Paul asked Frank if he would have items to discuss if the ordinance committee met soon. Frank stated that the curfew ordinance would need to be updated to comply with state law. Frank stated that the committee would have questions and ideas to run pass City Attorney Brent Brooks, moving forward. Brent stated that the committee could send emails with questions and items they would like to discuss.

Council member Charley Bennett gave a report on the pool. The internal walls had all been torn out. Jimbo (Fisk) had started working on cutting floors for sewer pipe replacement. Ron Fisher went over the blueprints and noticed that the outside walls can’t be done because they would need wheelchair clearance. Maybe something could be done next year. Jimbo’s guys need water access for running the saw. Bob stated that the building had already been winterized. Charley stated that after Jimbo, Dave Lode would be coming in to add the walls and work on the ceiling. After that would be floor epoxy in the spring 2023.

Public Works Director Bob Schuchard stated that there was nothing new to report.

Council member Ron Teig stated that there was nothing new to report regarding the Wetlands Rail Trail.

**UPDATE ON PAST AGENDA TOPICS**

Council members were asked to give updates on Decay Ordinance-related complaints from the community. Frank stated that he had gotten a hold of Sarah Peck, the owner of the property in question. She had ordered a dumpster which would arrive at the end of the month. They would finish cleaning up the outside. Mayor Paul Otten stated that he noticed a car in front had been removed which would leave room for the dumpster.

Jack presented the findings of the structural engineer who had come up to take a look at the shared wall between the Senior Center and Joe Brouillette’s property on Central Ave. The structural engineer, Jim Bowers, had stated that the shared wall had no support on both sides. The mortar work was decaying and needed repair and reinforcement on both sides. Jim had suggested a hole be temporarily drilled with a wire coming through but because it would be exposed to the elements, it would not be a long-term fix. Jack stated that any work done would have to be shared 50/50 between the two property owners because it is a shared wall. Paul stated that Jim had suggested the City draft a letter to the two owners stating the finding as well as removing any responsibility from the City. Charley asked what the timeline would be for this. Jack stated that the decay ordinance gives 30 days. Paul asked Brent if he could write the letter. Brent stated that the City could write the letter and he would review it. He suggested that it include reference to the decay ordinance as well as any applicable building codes. Jack stated that the City had no building codes. Charley stated that State law could be referenced instead.

**NEW BUSINESS**

1. Page Dringman was present to discuss the proposed subdivision plans submitted by Tom Hayden to the City/County Planning Board. Page stated that a few years ago Tom had presented a similar idea but the plans had fell through. Tom had re-started the process in Spring 2022. The project would include 4 lots, 6000-7500 sq ft and a 4.7 acre track would remain. Page stated that she wasn’t sure what the plans would be for the 4.7 acre track. Tom had started the process of getting a subdivision, which included looking at any issues, water usage, potential agricultural impacts and impacts on wildlife. Page stated that the project would be withing City limits so there would be no impact on water or agriculture. As far as impacts on local services, Page stated that the schools would like to see more students, which would be good for the community. The tax revenue, which is currently $4678 would also go up. No approach off the highway would be necessary and no fire requirements would be needed.

There would be need for hook up to the City’s water/sewer. The water service lines would need to be determined by the City and the main would need to be hooked to at the curb stop. Page stated that the builder would be responsible for the $1600 hook up fee.

The City’s sewer system is currently being upgraded and there would be access at the alleyway but Page stated that she was unsure of where the connection would be as of now. A new manhole might come in eventually or Tom could pay for sewer to be brought up from the current line.

The noxious weeds would be the property owner’s responsibility to maintain. Page asked if the City had a current plan. Lara stated that the City had an agreement with Kelsey Miller, the Wheatland County Noxious Weed Coordinator. Discussion took place regarding the west end convenance and whether or not the property would be able to opt into that. There were also no liens on the property. An easement would be needed for utilities. North West Energy already has one. Bob stated that the gas line would need to not interfere with the City’s lines. Page stated that Tom would need to figure out a plan.

Page stated that the City/County planning board had recommendations to present to the City regarding the proposed plans. The City would be able to require utilities to each lot or to the property for access for extensions by the owner(s) later on. The conditions would need to be met before the final plat approval. The lots could not be sold until the final plat approval. Page also stated that plats older than 6 months cannot be approved because they must be checked again for liens. The City Public Works Department must approve the design of the hookup to the City water/sewer. Page stated that the City should not lock in a price for hookups with the project now because rates could go up before the hookups were installed and this might increase the fees. Page stated that the next step would be for the Council to approve the preliminary plans with conditions and Tom could proceed to the next phase of approval.

Bob asked for confirmation that only lot 1-4 would be sold at not the north piece. Page stated that technically there were 5 lots but Tom would only sell 4 and keep the 5th. Bob stated that his concerns with the 5th lot were regarding the sewer hookup to the Armory building. If the 5th lot sold to a second party, the Armory’s sewer wouldn’t have access is there were to be a break. Page asked if an easement was needed. If so, the City could create conditions if the 5th track sold, an easement would be made for the Armory’s sewer. Bob stated that it would be the Armory’s easement, not the City’s. Bob stated that two easements would be needed. One for the Armory’s sewer. Another easement would be for the new owner to connect to the City’s sewer, were an extension would be needed. Page stated that the new owner would hook up to City sewer, not the Armory’s. Frank made a motion to approve Tom Hayden’s subdivision preliminary plans with provisions of necessary easements. Council member Kathleen Schreiber seconded the motion. The motion passed unanimously.

Jack asked Page if Tom sold the 5th lot, could that also be made into a subdivision. Page stated that the new owner would need to go through the same process again.

1. Discussion took place regarding the logistics bring the City’s new dump truck up from Redding, California. The cost of shipping the truck had been quoted at $3200.00. Ron stated that it sounded like a good deal. Lara stated that the truck should be shipped as soon as possible before the weather turns. Discussion took place regarding timing, budgets and the cost. Frank made a motion to approve having the truck shipped from Redding for $3200. Kathleen seconded the motion. The motion passed unanimously.

**PUBLIC WORKS DIRECTOR REPORT**

Bob gave his report. The new employee, Chip, was doing great. He already was doing “on call” hours. Lots of tree trimming was getting done as well with the extra man. He was training 2 times a week with a tutor for his water/sewer operator license exams. Phase 5 of the water project was also going well. There was a meeting early in the day and everything was on track.

**REPORT OF THE CLERK-TREASURER**

Lara had nothing new to report.

**MAYORS REPORT**

Mayor Paul Otten gave a report. He had went to a meeting in Lewistown with Snowy Mountain Development Corporation. The Governor had approved funding for projects all over the state but unfortunately a majority of the funds would be going to the “Big 7”. The rural areas would not be getting much of the funds. SMDC would be impacted greatly. In the new year, 2023, SMDC would be reaching out to new legislators regarding the gravity of the situation. New projects probably would be put on hold but projects currently going on would carry on. The SMDC board would be meeting again next month to discuss the issues further. Paul also stated that although this would impact State funding, there would be federal funding options available.

Charley asked if the lead pipe inventory was still being looked at. Paul stated that the home owners would need to be involved in recording inventory data. Frank asked if it would be contracted out to a plumber to do. The basements would need to be checked. Bob stated that it would need to dug up to know for sure. If it were copper in the basement, it could still be lead in the ground going up to the City’s main. Bob stated that the City’s crew could check the basements and take inventory. Discussion took place regarding lead lines around town and how to take inventory accurately.

**ITEMS FOR NEXT MEETING**

The next council meeting will be Monday, November 7, 2022 at 7:00pm.

Frank requested that the issue with feral cats in town be put on the agenda. He stated that Sherri Nash at Animal Care Clinic had requested grant funds from the Wheatland County Community Foundation but that they could not give the full amount she requested ($5000) for spaying feral cats.

Charley stated that he would be reaching out to the Callant Family Foundation for funds to support the City’s landfill.

**CLAIMS**

Frank made a motion to pass the claims from 19694 through 19709. Ron seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8PM

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

Council Members Absent: none

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

Public Present: Page Dringman, Bill Jones, Joe Brouillette

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Paul Otten, Mayor Lara Brisco, Clerk-Treasurer