

MINUTES OF A REGULAR MEETING OF  
THE CITY COUNCIL OF THE CITY OF  
CONRAD, COUNTY OF PONDERA, STATE  
OF MONTANA, HELD AT CONRAD CITY HALL  
ON JULY 19, 2022

The City Council of the City of Conrad, County of Pondera, State of Montana, met in regular session at the Conrad City Hall on July 19, 2022 at 6:01 p.m.

Present: Mayor Miller; Aldermen Breeding, Cates, Schoenrock, and Hunsucker; PWD Zimbelman, Finance Officer Ritter, Chief of Police Padilla, Library Director Christensen

Absent: None

Guests present: Darryl Burditt, Braden & Emily Deakin

The meeting was called to order by Mayor Miller at 6:01 p.m.

Motion by Alderman Breeding, second by Alderman Cates to approve the minutes as presented from the July 12, 2022 meeting.

Motion Carried Unanimously

Claims: Claims 26491-26515 presented to Council.

Motion by Alderman Hunsucker, second by Alderman Breeding to approve the claims as presented.

Motion Carried Unanimously

Water Contracts: None

Correspondence: Letter of resignation of position on City Planning Board effective July 15, 2022.

Public Comment: None

Finance Officer Ritter presented Cash and Cash Reconciliation Reports for March-May 2022. Financials presented as preliminary.

Chief of Police Padilla presented the July 2022 Monthly Report for the Police Department. There were approximately 245 calls for service reported to PCSO Dispatch and/or Conrad Police Department. Some of the calls were as follows: 4 Assaults/Harassment; 10 Burglary/Theft/Shoplifting reports; 4 Criminal Mischief/Trespass/Vandalism; 17 Domestic; 17 Medical Emergencies; 10 Noise/Nuisance (7 dogs and 3 fireworks); 22 Suspicious Activity/Vehicles; 57 various Public Assists; 9 Juvenile Complaints; 22 Assists to other agencies and 31 Animal Control calls (28 dogs, 2 cats, and 1 racoon). Officer Gundlach was hired on as of June 1, 2022.

Library Director Christensen presented the July 2022 visitors report. There were: 1325 visitors; 46 new patrons; 214 computer users; and 2,246 circulations of items. There is an opening on the Library Board of Trustees for a 5-year term. Capital improvement projects include new exterior doors

and possible network cabling upgrade. For the exterior doors we are waiting on supplies. The network cabling upgrade will be paid for with ARPA funds.

Library Director Christensen presented the preliminary Library budget. The Library Board will meet on Thursday, July 21, 2022. Reorganized budget to show reserve money to comply with state law (§ 7-6-4034, MCA) to be more transparent. Major changes include payroll decrease, potential Starlink charges (\$6,000/annually), \$25,000 transfer from Library Depreciation Reserve Fund (4020) to fund capital improvements

A Library MOU agreement is required to maintain coverage through MMIA. The Library made the decision to meet the terms set forth. The terms of coverage were set up by MMIA and the State Library. Additional language was included for a capital improvement plan to work within the budget and the lease of the building to the Library. The current term of the Library MOU agreement is for a term of 1 year.

Motion by Alderman Breeding, second by Alderman Hunsucker to approve the Library MOU agreement as presented.

Motion Carried Unanimously

The Fire Department preliminary budget is presented by Finance Officer Ritter. The Fire Department has a request for an increase of \$1,000.00 for Purchased Services. The Personnel Services in Fund 2370 will be reduced by \$373.00, as it was no longer needed. This is an overall increase of the Fire Department Budget of \$627.00. The Fire department will be utilizing approximately 1/3 of the CIP fund for the new sprinkler system.

PWD Zimbelman presented the preliminary Public Works budget. The Road and Street Department is requesting the same appropriations as last fiscal year. Mosquito Control is requesting the same as last fiscal year. Ball Parks originally budgeted for a new set of bleachers but was not used last fiscal year due to shipping costs. PWD Zimbelman is going to see if shipping costs have lowered. Industrial Park and Parks are requesting to be the same as last fiscal year. Gas tax account can build and carry over. The other Gas Tax account must be used before calendar year end. PWD Zimbelman gave an overview of his Capital Improvements (CIP) and will work with Finance Officer Ritter on the CIP. Meter reader upgrade is still in the works. Slowly adding radio touches to meters. A standard  $\frac{3}{4}$  meter costs about \$1,000-\$1,200/ea. There will be money savings going to radio read meters.

Discussion on food truck agreement for Corg-cup Slushies (Deakins). Deakins have retained insurance and will provide to the City. An agreement was outlined for review. The City is waiting for a response from MMIA on liability of the trailer being parked on City property. The City reserves the right for City Attorney Jones to review agreement as well. Corg-cup Slushies has purchased a business license. An electricity usage fee was added to the agreement for \$10 per week. The use agreement looks appropriate to the Deakin family.

Motion by Alderman Hunsucker, second by Alderman Cates to approve the use agreement for Corg-cup Slushies with amendments and with accommodation of the City Attorney review and approval.

Motion Carried Unanimously

PWD Zimbelman is requesting three merit raises (Trae Pruttis .25/hr, Keith Thaut .25/hr and Jim Aitken .50/hr). Per PWD, these employees go above and beyond in their jobs.

Motion by Alderman Breeding, second by Alderman Hunsucker to approve merit raises for Trae Pruttis, Keith Thaut and Jim Aitken as requested.

Motion Carried Unanimously

Review of the Union Contract.

Motion by Alderman Breeding, second by Alderman Hunsucker to approve the Union contract providing there are no additional changes.

Motion Carried Unanimously

The discussion/action of the Dispatch Agreement to be tabled pending County Attorney review and signatures.

Motion by Alderman Hunsucker, second by Alderman Breeding to table the discussion/action on the Dispatch Agreement.

Motion Carried Unanimously

City Planning Board has three vacancies. Library has chairman vacancy. Mayor would like the library vacancy advertised again to provide an opportunity for social media notification. There are also vacancies on the City Police Commission, Zoning Board and the Northern Transit Interlocal Board.

Executive Session: None

Other Business: County MOU ARPA Funding was discussed as the County would like to know if the City will be using these funds. The possibility of a SRF was discussed and will be further researched.

Items to appear next: Soccer Use Agreement, 2<sup>nd</sup> Readings of Ordinances 424 & 425, Dispatch Agreement, Request for City Budget at a separate meeting and preliminary Police Budget at next meeting

Motion by Alderman Hunsucker, second by Alderman Breeding to adjourn at 8:26 p.m.

Motion Carried Unanimously



Mayor

*Jamie Miller*

Attest:

*[Signature]*  
Finance Officer