

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 AUGUST 9, 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 August 9, 2022, at 6:00 p.m.

Present: Aldermen Breeding, Cates, Schoenrock, and Hunsucker; PWD Zimbelman, Finance Officer Ritter, Chief of Police Padilla, Sarah Converse, Megan Martin

Present by Phone: Mayor Miller

Absent: None

Guests present: Darryl Burditt, Braden & Emily Deakin

The meeting was called to order by Mayor Miller at 6:00 p.m.

Motion by Alderman Breeding, second by Alderman Schoenrock to approve the minutes as presented from the July 19, 2022, meeting.

Motion Carried Unanimously

Claims: Claims 26503-26561 presented to Council.

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

Motion Carried Unanimously

Water Contracts: None

Correspondence: Thank you from Conrad Business Association for Rock the Block.

Public Comment: Sarah Converse with Sweetgrass Development introduced herself. She partners with the Regional Port Authority. She does economic/development. They are doing a business training on Monday, geared to Indian equity. There are no members from Conrad, just opened membership ~\$1,000/annually. Sweetgrass Development is doing a local coffee trail and will be doing strategy committee meetings, and all are welcome. Ms. Converse will bring more information and be more present in the future.

Finance Officer Ritter presented July 2022 Payroll Reports. Financials will be reported later as Finance Officer Ritter has been working with the departments on the budget.

PWD Zimbelman presented the July 2022 Monthly Report for the Public Works Department. Chip sealing will potentially begin next week; all repaved intersections, 5<sup>th</sup> Avenue starting at Iowa heading west; and Avenues and streets around businesses downtown. There have been more leaks on the irrigation line at the ballfields. Controls have been upgraded but pipe and valves need to be replaced. Money will start to be saved as well as CIP set

aside for sprinklers. PWD had an electrician come to the ballfields and discuss the best way to service electricity to the new lights at the Legion Field. The most cost-effective route is to have Northwest Energy run a new line to a new service by Legion field. The conservative estimate would be around \$8,000 (\$1,000-\$2,000 electrician/3-amp service, \$4,000-\$5,000 new line and \$1,000 contingency). The Tri-City Interlocal meeting was held last month at the Branding Iron with a taco bar. Thank you, Finance Officer Ritter, for organizing that. It was asked if there will there be a COVID pay extension as the present one expired June 30, 2022 and covid is still impacting staffing. Mowing charges need clarification. Past minutes reference mowing charges as \$250/first hour and \$125/hour after that. Alderman Breeding noted we quit sending 10-day notice letters. PWD said sending out letter are to the PWD benefit. Does the City business license policy request businesses to be licensed and bonded? Currently, unless the business is doing work for the city they are not required to be licensed and bonded. The present forms ask for contact information only. PWD Zimbelman stated he will not be present at the next Council meeting. He and Keith Thaut will be at a wastewater training seminar.

Megan Martin requested for a Soccer Use Agreement from September 1 to September 31, 2022. PWD Zimbelman stated the bathrooms will be usable and the gate will be unlocked.

Motion by Alderman Hunsucker, second by Alderman Schoenrock to approve the Soccer Use Agreement with Park and Rec.

Motion Carried Unanimously

Motion by Alderman Cates, second by Alderman Breeding to open the public meeting at 6:30pm for the second reading of Ordinance No 424-Judges Interlocal Agreement and Ordinance No 425-Adopting the Building Codes.

Motion Carried Unanimously

The second reading of Ordinance No 424-Judges Interlocal Agreement and Ordinance No 425-Adopting the Building Codes. No public comment on either ordinance.

Motion by Alderman Breeding, second by Alderman cates to close the public meeting for the second reading of Ordinance No 424-Judges Interlocal Agreement and Ordinance No 425-Adopting the Building Codes.

Discussion/Action on second reading of Ordinance No 424-Judges Interlocal Agreement.

Motion by Alderman Breeding, second by Alderman Schoenrock to approve the 2<sup>nd</sup> reading of Ordinance No 424-Judges Interlocal Agreement. Passing by 4 Ayes, 0 Nays.

Motion Carried Unanimously

Discussion/Action on second reading of Ordinance No 425-Adopting the Building Codes.

Motion by Alderman Breeding, second by Alderman Cates to approve the 2<sup>nd</sup> reading of Ordinance No 425-Adopting the Building Codes. Passing by 4 Ayes, 0 Nays.

Motion Carried Unanimously

Discussion/Action on Corgi-Cups food truck (shaved ice sales) Use agreement. The charge for use of electricity will be \$10/per week while parked at the Swimming Pool Park using electricity.

Motion by Alderman Hunsucker, second by Alderman Schoenrock to approve the Corgi-Cups Use Agreement for shaved ice sales plus \$10/week for electricity when parked at the Swimming Pool Park.

Motion Carried Unanimously

Discussion/Action on Pondera Arts Council, Shakespeare in the Park using the park and electricity on Monday, August 29, 2022, from 12:00pm-9:00pm.

Motion by Alderman Breeding, second by Alderman Cates to approve the use of the park and electricity for the Pondera Arts Council, Shakespeare in the Park on Monday, August 29, 2022, from 12:00pm-9:00pm.

Motion Carried Unanimously

Chief Padilla presented the July 2022 Monthly Report for the Police Department. There were approximately 250 calls for service reported to PCSO Dispatch and/or Conrad Police Department. Some of the calls were as follows: 5 Assaults/Harassment; 7 Burglary/Theft/Shoplifting reports; 8 Criminal Mischief/Trespass/Vandalism; 14 Domestic; 10 Medical Emergencies; 10 Noise/Nuisance (7 dogs and 3 fireworks); 13 Suspicious Activity/Vehicles; 10 various Public Assists; 3 Juvenile Complaints; 13 Assists to other agencies and 23 Animal Control calls (14 dogs, 8 cats, and 1 Goat).

Chief Padilla presented preliminary Police Department Budget for FY22-23. For administrative operations the Police Department needs an upgraded Records Management System (RMS). Chief Padilla has been working on getting the cost down. The total cost for the Pro Suite RMS is \$56,353 with a MT BBC grant allotment of \$20,000, reducing the cost to \$36,353 for the purchase and ~\$7,000/annually for maintenance/subscription. This RMS is compatible with the State of Montana system. For patrol operations Chief Padilla stated the need for a new patrol car and to get the CIP back on the 3-year rotation for new vehicles. Of the 5 body cameras the department has only 2 are operational. The 5 Motorola radios purchased in 2020 were not received until 2021 and are currently not in compliance. These radios can be reprogrammed to get into compliance for \$1,500/per radio. The 3 Motorola vehicle radios can be upgraded and reprogrammed for \$2,500 for each vehicle. The Police Department is also in need of operational equipment that includes ballistic shields and helmets. Chief Padilla would also like to update weapons optics and keep ammunition in stock as should be.

Discussion/Action 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

Discussion/Action on the Interlocal Agreement Regarding Law Enforcement Dispatch Services and Operation of and Emergency Telephone System between the County and the City.

Motion by Alderman Hunsucker, second by Alderman Breeding to approve the Interlocal Agreement Regarding Law Enforcement Dispatch Services and Operation of and Emergency Telephone System between the City and County as presented.

Motion Carried Unanimously

Executive Session: None

Other Business: Finance Officer Ritter would possibly like to hold a community contest to create a City logo. With much research the City staff has not been able to find a logo that has been used for the City. Sara Converse from Sweetgrass Development reiterated that she is available for assistance on different types of projects. Items to appear next: Request for City Budget at a separate meeting. COVID pay. Contest for a City logo.

Motion by Alderman Breeding, second by Alderman Cates to adjourn at 7:43 p.m.

Motion Carried Unanimously



Mayor

A handwritten signature in blue ink that reads 'Jamie Miller'. The signature is written over a horizontal line.

Attest:

A handwritten signature in blue ink that reads 'Holly Ritter'. The signature is written over a horizontal line.

Finance Officer