

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 NOVEMBER 1, 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 November 1, 2022, at 6:00 p.m.

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

Absent: None

Absent: None

Guests present: Brad Koon

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

Motion by Alderman Breeding, second by Alderman Hunsucker to approve the minutes from the October 18, 2022, regular meeting, as presented.

Motion Carried Unanimously

Claims #26735 through #26772 (refer to the claims register) and October 2022 payroll.

Motion by Alderman Hunsucker and second by Alderman Breeding to approve claims and October 2022 payroll as presented.

Motion Carried Unanimously

Water contracts: None

PWD Zimbelman presents the October 2022 report. Winterizing of all facilities is complete for the year and the snow fence is in place. The street sweeper has been running to get as many leaves off the streets as possible before snow fall. We are trying to get all the fire hydrants flushed and maintained before the temperature drops. There are a few hydrants needing to be replaced, stems go bad. The cost to replace a hydrant is approximately \$1,200 and takes the entire crew a whole day to replace. Weather may pose a problem in getting them replaced this year. The process has been finalized on replacing the fencing around the wastewater plant and gun range. There is a \$1,500 deductible and the total replacement cost is \$9,364.50. Stokes fencing will be replacing the fence hopefully before the weather gets too bad. PWD Zimbelman has been working with the engineers on the Stormwater and Splash Park projects. A dead tree was removed in front of the library and the hole filled with concrete with permission from the state. The lighting was replaced in Council chambers. Northwestern Energy dug a test hole at the ballfield and water seeped into the hole. This information was sent to a structural engineer. PWD Zimbelman presented an EPA report that read .008 per mg/L of manganese, this is not a standard test but is within safety measures.

Chief of Police Padilla presents the October 2022 activity report for the Police Department. The number of service calls was approximately 259 reported to PCSO Dispatch and/or Conrad Police Department. There was 1 arrest, 6 alarms, 6 assaults/harassments, 11 burglary/thefts/shoplifting reports, 8 criminal mischief/trespassing/vandalism reports, 10 domestic incidents, 6 lost/found property reports, 42 medical emergencies, 5 noise/nuisance complaints, 5 suicide/mental health calls, 12 suspicious activity/vehicles, 1 wanted/missing person, 15 citizen assists, 5 civil standbys, 6 information only calls, 12 vehicle lockouts, 3 VIN inspections, 18 welfare checks (medical emergency/school), 2 utility complaints, 10 juvenile complaints, 1 accident investigated, 7 traffic complaints reported, 35 traffic initiated reports, 7 sheriff's office assists, 10 ambulance assists (EMS will be first in attendance going forward), 1 Blackfeet Fish and Wildlife and Bureau of Indian Affairs assist, and 26 animal calls (23 dogs, 2 cats, 1 buffalo calf).

CPD assisted the Bureau of Indian Affairs in a theft case originating on the Blackfeet Reservation. School Resource Officer (SRO) Konen has attended many school assemblies giving presentations to the student and faculty. Office Gundlach is attending the academy and had his 6-week review and received excellence in his academic review. He will graduate approximately the 2nd week in December. The new patrol car has an expected pick up date of December 5th.

Correspondence: None

Public Comment: None

Brad Koon presents with discussion on the ARPA County Minimum Allocation Grant (MAG) transfer request-full submittal. The total project budget includes: the MAG for the City \$502,084; the County MAG \$369,363; ARPA Competitive Grant \$2,000,000; Local Fiscal Recovery Funds \$450,935; State Revolving Fund (SRF) Loan \$626,076; estimated SRF Forgiveness \$208,692 and Local Contribution \$463,720 for a total project amount of \$4,620,870. An overview of the project was given and proposed repairs and new stormwater systems, piping and drainage was detailed. This will need to be secured in approximately 1 month. The City of Conrad needs to look at increasing water/sewer rates to meet requirements set forward with some of the funding. Will revisit this project for approval on November 15, 2022, meeting.

Finance Officer Ritter presents with a request to purchase the Billing Document Specialists (BDS) Customer Portal. The proposal from BDS for set up is \$850 with monthly maintenance of \$75. We can also add an alert managing system for \$5 monthly minimum/\$0.15 per outbound call and a shut off reminder system (SRS) for the same cost. This is partially set up with the IVR payment system already in place. At this time, the request is for the Customer Portal which will allow customers to create a profile and log in and have access to their account and pay bills online, including recurring payments.

Motion by Alderman Breeding, second by Alderman Schoenrock to approve the BDS Customer Portal.

Motion Carried Unanimously

Finance Officer Ritter reopened the request to have a City of Conrad Logo Contest. The Logo will be utilized on our online billing, etc. It

needs to be determined by City Attorney Jones the terms of this contest. The City will offer \$100 in Chamber Bucks for the chosen design that meets all specs.

Motion by Alderman Breeding, second by Alderman Cates for the approval of a City of Conrad Logo Contest with the terms of the contest approved by City Attorney Jones.

Motion Carried Unanimously

Finance Officer (FO) Ritter presents with an explanation on Cash Reconciliation for the City of Conrad. Detail was explained of where the numbers generate from and the picture that is portrayed. FO Ritter will continue to work for regularity in reporting and explain the data being presented to Council.

Items to appear on next agenda: Update per diem rates, increase in water/sewer rates, Splash Park, BMS support for upgrade to meter reading software.

There being no further business to come before the Council, motion by Alderman Hunsucker, second by Alderman Schoenrock to adjourn the meeting at 7:29 p.m.

Motion Carried Unanimously



Mayor

Jonnie Miller

Attest:

Hay Ritter
Finance Officer