

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 15, 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 15, 2022, at 6:00 p.m.

Present: Aldermen Cates, Hunsucker, Breeding, and Schoenrock; PWD Zimbelman; and Finance Officer Ritter. Mayor Miller was present by phone

Absent: None

Guests present: Daryll Burditt

The meeting was called to order by Alderman Hunsucker at 6:00 p.m.

Motion by Alderman Hunsucker, second by Alderman Breeding to approve the minutes from the November 1, 2022, regular meeting, as presented.

Motion Carried Unanimously

Claims #39468 through #39500 (refer to the claims register).

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

Motion Carried Unanimously

Water contracts: None

Correspondence: None

Public Comment: None

Mayor Miller presented for Discussion the County/City Growth Policy. The total cost of preparing the plan is estimated at \$45,000. The County has a \$40,000 grant for the project that requires a match of 4 to 1 and a \$10,000 SCARF grant to use for part of the match. This would have a shortfall of \$5,000 based on the estimated cost. Stahly Engineering and Sweetgrass Development agreed that costs are normally split 50/50 between entities participating in the plan. Mayor Miller will meet with the Commissioners for further discussion on obligations and responsibilities within this project.

Mayor Miller presented for Discussion/Action the renewal of the Logan Health - Conrad (LHC) MOU (previously Pondera Medical Center). The agreement provides a commitment by LHC health care services to provide health care to the community, including low income individuals.

Motion by Alderman Hunsucker, second by Alderman Breeding to approve the Logan Health Care Agreement to provide health care services to community patients.

Motion Carried Unanimously

Mayor Miller presented for Discussion/Action a request received from Carey Monahan recommending a Mayoral Proclamation to consider December 2022 as *Recycling Awareness Month*. *Recycling Awareness Month* is an opportunity to raise awareness about recycling in the City of Conrad and the important role it plays in everyday lives. A Mayoral Proclamation was made encouraging the recycling of paper goods and corrugated cardboard in the designated receptacles in Conrad.

Motion by Alderman Breeding, second by Alderman Schoenrock to approve the Mayoral Proclamation considering December 2022 as *Recycling Awareness Month*.

Motion Carried Unanimously

Finance Officer Ritter presented with a bid from Black Mountain Software (BMS) for vendor/file change to be compatible with Northwest Pipe Fittings upgrade of our bulk water system to Neptune 360 from NSight. Neptune 360 and BMS need to be able to send test files back and forth to ensure everything is working correctly. Neptune 360 works with an Android device which will be provided by Northwest Pipe Fittings at no cost to the City.

Motion by Alderman Breeding, second by Alderman Cates to approve the one-time fee of \$1,500 for BMS to be able to transfer test files back and forth with Northwest Pipe Fittings for the upgrade to Neptune 360.

Motion Carried Unanimously

Finance Officer Ritter presented with an increase of the Meal Allowance Policy to follow the US General Service Administration guidelines for meal allowance. The amount on the first and last day of travel equates to 75% of the allowable amount. The standard rate will apply except for certain higher rate counties in Montana. This would put the standard meal allowance for breakfast \$13.00, lunch \$15.00 and dinner \$26.00. See the City of Conrad Policy Manual for the counties set at a higher rate.

Motion by Alderman Breeding, second by Alderman Schoenrock to approve the increase in the Meal Allowance Policy as stated above and in the City of Conrad Policy Manual for the higher rate counties.

Motion Carried Unanimously

Executive Session, if necessary: NONE

Other Business:

PWD Zimbelman gave an update on the water sewer rate increase. He has spoken with Roger Skogun of Rural Water and they would be willing to assist in the rate increases. This is a free service to the City. Roger Skogun will need additional information from PWD Zimbelman. PWD Zimbelman will get the list of information needed and work with Finance Officer Ritter to get the necessary information. The need to consider increasing water and sewer rates has been brought to the attention of the City in relationship by outside agencies, including the City Engineers. The need to increase water and sewer rates stems from several factors, including loan borrowing capabilities, such as for the loan needed to support the upcoming stormwater and sewer projects, economic reasons, and other factors that. It was noted water and sewer rates have not been increased since 2012.

A number of calls have come in regarding pot-bellied pigs in the City limits. According to Ordinance No. 423 'swine' are not allowed. The question that was raised is a pot-bellied pig considered a swine. Finance Officer Ritter will verify with the County Sanitarian. The City of Conrad considers a pot-bellied pig a swine and thus it is not allowed in the city limits according to City Ordinance No. 423.

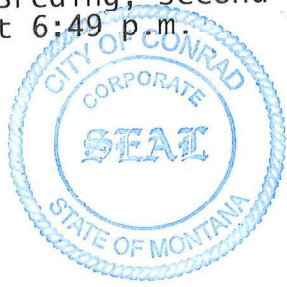
Alderman Breeding asked how the website update is going. A discussion regarding a vendor previously identified for this task has not been contracted to date based on some contract recommendations made by the City Attorney. The Mayor explained the City Attorney recommendations are necessary to include in all contracts and is a standard requirement that helps protect both parties.

Mayor Miller discussed proceeding with a new agreement for Blue Sky Villa (BSV). The City Attorney drafted a letter to Horizon Lodge Garden Apartments (BSV) noting the City's intent to not renew the current lease agreement. This is necessary in order to stop the current lease agreement from automatically renewing and allows the pursuit of a new lease agreement between the City and BSV, which was discussed and agreed on by both parties at the last meeting on October 18th. Changes to the lease agreement are in continued discussion between the City BSV Committee and BSV and the next City and BSV Board lease agreement meeting is scheduled for November 30, 2022, at 2:00 p.m. The lease agreement non-renewal letter will be presented to City Council for ratification at the next council meeting.

Items to appear on next agenda: Increase in water/sewer rates, Splash Park update, Growth Policy update, BSV lease agreement termination letter.

There being no further business to come before the council, motion by Alderman Breeding, second by Alderman Schoenrock to adjourn the meeting at 6:49 p.m.

Motion Carried Unanimously



Mayor Jamie Miller

Attest:
Helen Ritter
Finance Officer