



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 May 16, 2023

The City Council of the City of Conrad, County of Pondera, State of Montana, met in regular session at the Conrad City Hall on May 16, 2023 at 6:00 p.m.

Present: Mayor Miller; Aldermen: David Cates, Nathan Hunsucker, Karla Breeding and Amber Schoenrock; Payroll Clerk Patti Hutton

Absent: 0

Guests present: 2

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

Read and Approve the Minutes of the May 02, 2023 Regular Meeting

- Motion by Alderman Breeding, second by Alderman Hunsucker, to approve the minutes from the May 02, 2023 regular meeting
 - Motion Carried Unanimously

Claims #27202, #27215 through #27250 (refer to the claims register):

- Motion by Alderman Schoenrock, second by Alderman Hunsucker to approve the claims, as presented.
 - Motion Carried Unanimously

Water Contract: None

Correspondence: MMIA Summit meetings

Public Comment: (no action taken) *Citizen thanked the Police Department for their support during the Special Olympics Torch Run.*

City of Conrad Department Reports:

Police Chief Padilla reported approximately 308 calls for service to PCSO Dispatch and/or Conrad Police Department. Conrad Police Department did Routine Security Checks for local businesses and residences. The Department made 4 arrests, had 6 assaults/harassment calls, 8 burglary/thefts/shoplifting reports, 4 child abuse reports, 2 civil papers, 11 criminal mischief/trespass/vandalism, 12 domestic calls, 4 noise/nuisance, 3 lost/found property, 19 medical emergencies, 10 suicide/mental health calls, and 21 suspicious activity/vehicles. The CPD conducted 54 traffic stops, and had 26 other agency assists: Public Assist, Other, Traffic, Assisting other Agencies and 23 animal control calls.

CPD conducted interviews for the full-time Police Officer position. One candidate is moving forward in the selection process. Daniel Karlik has met the requirements to qualify.

The Conrad Police Department has been attending multi-agency training in readiness response to active shooter incidents.

Sergeant Smith graduated from a 40-hour Leadership and Accountability for First Line Supervisor training in Billings, MT.

CPD case load from 2021 to 2022 criminal cases increased by 38%. This case load does not include cases presented to the County Attorney or guilty pleas. According to the County Attorney's Office the increase in prosecutorial work from 202-2021 was approximately 220%.

CPD has accepted a bid to put in a doorway in the conference room to use as a new office for the Chief. The bid was under \$2400.00 to build a stepway and new door into the current Patrol Offices.

Discussion/Action: Purchase of Police Vehicle

Money was set aside for a surplus vehicle, however finding a surplus vehicle with less than 100,000 miles proved difficult. Chief Padilla found that a used vehicle would cost \$7000.00 more, and asked to spend the extra money to purchase a more reliable vehicle. Alderman Schoenrock asked how much more it would cost to equip the used vehicle, and Chief Padilla said under \$4000.00. Alderman Breeding asked if the budget was current considering the City doesn't currently have a Finance Officer.

- Motion by Alderman Cates and second by Alderman Hunsucker to approve the Purchase of a 2019 new Admin Police car.
 - Motion Carried Unanimously

Discussion/Action: Mayor Requested Absence

Mayor Miller requested greater than 10 days absence. Alderman Breeding asked if the Mayor could be reached during her time away. Mayor Miller is looking into how to get phone service while traveling but is planning to be reachable by phone.

- Motion by Alderman Cates, second by Alderman Hunsucker to approve Mayor Miller's Absence.
 - Motion Carried Unanimously

Discussion/Action: Citizen Sewer Charge Adjustment Request (C. Nagel)

C. Nagel requested an adjustment to his 2023 sewer average due to a water leak in March. He was on a wait list for 6 weeks before a plumber could repair the leak. Alderman Hunsucker suggests going back 2 months instead of just 1 month.

- Motion by Alderman Hunsucker, second by Alderman Schoenrock to adjust the months of February and March of 2023 to February and March of 2022.
 - Motion Carried Unanimously

Discussion/Action: Citizen Sewer Charge Adjustment Request (E. Maloney Barrett)

E. Barrett requested an adjustment to her 2023 sewer average due to a water leak in December 2022.

- Motion by Alderman Hunsucker, second by Alderman Schoenrock to adjust the December 2022 sewer average to the December 2021 sewer average.
 - Motion Carried Unanimously

Discussion/Action: Request to Hire City Police Officer-Patrolman I

Chief Padilla presented the hiring of Daniel Karlik. Daniel will begin work May 17th if approved.

- Motion by Alderman Breeding, second by Alderman Schoenrock to approve the hiring of Daniel Karlik as a City Police Officer-Patrolman per the terms of the offer letter.
 - Motion Carried Unanimously

Discussion/Action: Request to Hire Swimming Pool Lifeguards. (Head Lifeguards/Lifeguards)

Mayor Miller stated that we have been getting some applications for the lifeguard and head lifeguard positions and that we need to start interviewing and hiring.

- Motion by Alderman Schoenrock, second by Alderman Cates to hire lifeguards as needed to fill the Head Lifeguards and Lifeguard positions.
 - Motion Carried Unanimously

Discussion/Action: Pitney Bowes Lease Agreement Renewal

The new Lease Agreement will be for 5 years May 2023 to May 2028. The new agreement is \$19.89 more per quarter compared to the previous agreement.

- Motion by Alderman Hunsucker, second by Breeding to approve the lease agreement with Pitney Bowes pending the City Attorney's approval.
 - Motion Carried Unanimously

Discussion/Action: Whoop-Up Fun Run (Logan Health) Request

Logan Health requested holding the Annual Whoop-Up Fun run again this year. They will provide the City with proof of insurance.

- Motion by Alderman Breeding, second by Alderman Schoenrock to approve Kelsey Smedsrud's request for the Logan Health annual Whoop-Up Fun Run for 2023
 - Motion Carried Unanimously

Discussion/Action: Whoop-Up Parade and Children's Parade Request

The Conrad Area Chamber of Commerce asked to hold the Parade and Children's Parade.

- Motion by Alderman Schoenrock, second Alderman Breeding to approve the Conrad Area Chamber of Commerce's request to hold the Whoop-up Parade and Children's Parade.
 - Motion Carried Unanimously

Discussion/Action: Conrad Lions Club request for assistance and usage of a garbage truck for the Pancake Breakfast before the Whoop-Up Parade.

- Motion by Alderman Schoenrock, second by Alderman Hunsucker to approve the use of the City garbage truck for the Pancake Breakfast.
 - Motion Carried Unanimously

Discussion: Discussion of wages in preparation for budget discussions/decisions, Water, Sewer, Garbage Rate Increases update. Dorsey & Whitney are looking at the City's numbers in order to determine a target. Alderman Breeding would like to have Llew Jones look at the table as well. MACo put out an 8% COLA increase. Last year the City approved a 5% increase.

Executive Session: None

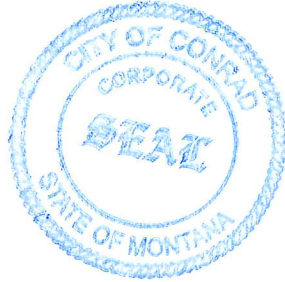
Items to appear on next agenda: Marlene Mahlum's contract (if needed); City of Conrad Personnel Policy Manual – Revised Hiring Procedure (if available); Street Light Rate Assessment; City Attorney contract.

Items tabled at prior meetings/ongoing and/or to be added to future agenda: Water, Sewer, Garbage Rate Increases

Other Business: City pool pass rates were discussed in light of neighboring community pool rates. There was general agreement that the City should keep the current rates.

Meeting Adjourned:

- There being no further business to come before the council, motion by Alderman Schoenrock, second by Alderman Hunsucker, to adjourn the meeting at 8:30 p.m.
 - Motion Carried Unanimously



Mayor

Janie Miller

Attest:

Robert Hunsucker

*Finance Officer

**Council President to sign in lieu of Finance Officer at this time*