



**REGULAR MEETING OF THE CITY COUNCIL**  
**OF THE CITY OF CONRAD, COUNTY OF PONDERA, STATE OF MONTANA**  
**HELD AT CONRAD CITY HALL ON FEBRUARY 20, 2024**

The City Council of the City of Conrad, County of Pondera, State of Montana, met in regular session at the Conrad City Hall on February 20, 2024, at 6:00 p.m.

Present: Interim Mayor Nathan Hunsucker, Alderman David Cates, Alderman Scott Mycke, Alderman Amber Schoenrock, Billing Clerk Kim Cooney, Officer Jacob Konen, Library Director Tiffany Christensen, Public Works Director David Zimbelman (via phone)

Absent: None

Guests: Agnes Fowler, Jack Hadcock, Robbie Culver, Maria Cates, Brad Koon, Don McClean, Danielle Coombs, James Coombs, Daryl Burditt, Travis Walter, Anna Walter, Amber Brown, Jean Egan, Sharon Mellott, Jerry Riewer, Karla Breeding, Jamie Hutton, Deb Robertson, Jeanne Moon, Linda Kraft.

Teleconference Guests: Julie Orcutt (via phone)

The Meeting was called to order by Interim Mayor Hunsucker at 6:00 p.m.

**Action: Read and Approve Minutes of the January 16, 2024 Special and Regular Council Meetings, January 16, 2024 Executive Session Meetings, and February 6, 2024 Regular Council Meeting.**

- Motion by Alderman Schoenrock, Second by Alderman Mycke to approve the Minutes of January 16, 2024 Special and Regular Council Meetings and Executive Session, and February 6, 2024 Regular Council Meeting with changes.
  - Motion Carried Unanimously

**Action on Claims:**

Claims #s 27844-27858 and 27860-27865 (refer to the claims register/claims approval list):

- Motion by Alderman Cates, Second by Alderman Schoenrock to approve the claims, as presented.
  - Motion Carried Unanimously

**Action on Water Contracts:** None

**Public Comment (no action taken):** Agenda Items and/or Not on Agenda Items

Mrs. Coombs asked for parking options during big school functions. They talked to the School Superintendent, but he said it wasn't their responsibility. During a recent event, people parked all along the streets to the H.S. making it so residents had to park further away. Mrs. Coombs was



especially concerned for the elderly, residents carrying groceries, and coming home with kids or pets. It was mentioned that Great Falls paints the streets to show resident parking only.

Debbie Kersten wondered when the audio and visual of the January 16, 2024 regular council meeting will be available. Alderman Cates said the police still have them because they contain criminal information. When the police are finished with them, they will be made available to the public. Mrs. Kersten said she would obtain a copy of the written approved minutes.

Mr. Hadcock asked about the latest lawsuit. Interim Mayor Hunsucker said it's been transferred to a law firm and a lawyer is on retainer. He can't share beyond that.

### **Correspondence:**

- a. Pondera County Combined Fund Drive – Interim Mayor Hunsucker reported \$682 was donated to the City Pool and \$1433 to the Splash Park. He thanked all those who donated.
- b. Blue Sky Villa List of Capital Improvements – Interim Mayor Hunsucker went over the list of capital improvements accomplished at Blue Sky Villa between July 1, 2022 – June 30, 2023 totaling \$10,272.84

### **Department Reports:**

- a. Conrad Police – Officer Konen read the report for January (see attachment)  
One candidate for the 6<sup>th</sup> officer position is ready to be interviewed.
- b. Public Works – Director Zimbelman read a status report (see attachment)  
John Deere is considering running a 6" Line from the City's main to a new facility near Anheuser Busch to supply enough psi to the facility.  
The new Public Works employee is doing well.
- c. Library – Director Christensen gave the January report (see attachment)  
With appropriate documents, Library can seek grants for the Trust Me documentary which examines the influence of social media on youth.

### **HEARING 6:30 p.m. – Prioritization of HB355**

- Motion by Alderman Schoenrock, Second by Alderman Cates to close regular session and open hearing on HB 355
  - Motion Carried Unanimously

Interim Mayor Hunsucker said the Council is required to invite public comment, and that community feedback is needed to prioritize these tonight. He read the potential projects (attached) and reminded everyone of the 25% match requirement.

Interim Mayor Hunsucker explained that the Library has so many projects because it already has money set aside that can be used for the required match of funds. Director Christensen said she submitted a bunch of projects, but this grant won't cover everything.

Discussion centered on the importance of improving infrastructure to benefit the city as a whole.



Most agreed that the Library HVAC system and Ballfield playground equipment were top priorities.

Library Board member Linda Holst said the projects they chose are standalone projects that could be completed with these funds. To qualify for any governmental grants, the preliminary architectural report had to be completed by an engineering firm, so they dictated the general cost estimate. Director Christensen offered to provide the report to anyone who wanted it.

Discussion on what happens if money is leftover once a grant is awarded. No one knew for sure.

- Motion by Alderman Schoenrock, Second by Alderman Cates to close regular hearing on HB 355 and reopen regular session
  - Motion Carried Unanimously

**Discussion/Action: Prioritization of HB355**

- Motion by Alderman Schoenrock, Second by Alderman Cates to submit HB355 infrastructure funding for potential projects “as is” with Conrad Public Library mechanical system replacement number 1, New playground equipment for swimming pool and ballfields number 2, Conrad Public Library second floor office number 3, Roof and drainage evaluation for City Hall number 4, Conrad Public Library tuckpointing of historic facade number 5, Conrad Pathway sprinkler system number 6, and Conrad Public Library side window replacement number 7

Further discussion.

- 1 in favor – Alderman Schoenrock
- 3 opposed - Alderman Cates, Mycke, Hunsucker
- Motion Failed

Further discussion.

- Motion by Alderman Mycke, Second by Alderman Cates to accept HB355 projects prioritized as presented except to move item 3 below 7, and to move item 5 below 7 for the final re-order: 1, 2, 4, 6, 7, 5, 3
  - 3 in favor – Alderman Cates, Mycke, Hunsucker
  - 1 opposed – Alderman Schoenrock
  - Motion Carried

**Discussion/Action: Brad Koon – Scope & Updated Budget on Stormwater Project**

Mr. Koon highlighted items he would like direction on from the Council.

Triple Tree Engineering has completed 65% of the stormwater and lift station project which utilized ARPA funds. As presented at the last meeting, there’s been discussion on how to address



stormwater drainage on the East side of town. Triple Tree proposed installing a retention pond on the City lot where the cell phone tower is, but due to unfavorable responses from Council, Mr.

Koon's been looking at other options. He presented diagrams that he'd prepared showing the options at hand.

In the 2<sup>nd</sup> option, to get the grade necessary for drainage, a line would need to run across private property and down the Interstate to Pondera Coulee. An easement would need to be obtained from the landowner. This option costs \$300K more than the pond, plus obtaining the easement. Mr. Koon offered to pursue this if that is what Council wants.

A 3<sup>rd</sup> option is installing underground retention structures in lieu of the pond. There would be more cost with that idea.

Interim Mayor Hunsucker asked if the retention pond would affect water tables since, by design, it's not lined. Mr. Koon said retention ponds are very common and he wouldn't expect it to affect water tables. In fact, a lot of the time he expects it to be dry. Sometimes you have a storm event, and it infiltrates in, but it's meant to hold water and there's a lot of clay soil here. Mr. Koon would not expect the pond to affect local water tables, and he clarified that there would be a low spot to collect overflow.

He concluded that he'd like to get the water moved further away.

Mr. Riewer asked if the property [Option 2] was in a flood zone and had the appropriate insurance. Mrs. Fowler said she believed it was in a flood *prone* area.

Mr. Koon moved to the budget. With the Stormwater Project, the City has about \$3.7 million in grants with ARPA, RRGL and some loan forgiveness. The original budget prepared a few years ago was \$4.6 million: \$3.7 million in grants and \$9.1 million in an SRF loan. Since then, all projects in progress have gone up in cost. Mr. Koon updated the budget using contractor software to get a more accurate idea of current costs for bidding and budget purposes. He also looked at current bid prices of comparable projects. The project that was \$4.6 million is now \$5.15 million. The original \$900K SRF loan would now need to be \$1.4. Mr. Koon suggested one option to downsizing the project would be to remove the [Central Avenue] lift station from the scope since it's not a dire need at this point. Pulling that from the project could save \$500K, requiring only a \$1 million loan. The City would lose \$227.5K loan forgiveness if that was done. In that case, you'd be around \$1 million for a loan, and we've included \$340K contingency, so the total loan would be \$700K – \$1 million, which is back in the range of the original project if the lift station was removed.

Mr. Koon added that if the City chose that option, the lift station could be tied into the Wastewater PER project. Since wastewater grants are easier to obtain, the lift station could be



covered that way later, but he would need direction from Council at that time. He added that the City might be able to eliminate the lift station altogether due to elevation studies.

Mr. Koon talked with [SRF] today who said if the City waits on the lift station project, they'd provide loan forgiveness down the road for that project. Not on the stormwater project, but on a separate lift station project. There's no forgiveness for stormwater projects.

Mr. Koon asked Council if they wanted to remove the lift station from the Stormwater Project and put it in the Wastewater PER project to look at down the road.

Mr. Zimbelman clarified that the lift station Mr. Koon's talking about is not mechanically unsound. In his opinion, it could be put off so they could add it to the PER and get the full forgiveness.

Mr. McClain asked what happens if the lift station fails. Mr. Koon clarified that it's in good condition now, but it would just be moved up above ground so Public Works employees don't have to climb down 20' to maintain it.

Interim Mayor Hunsucker said he would defer to Mr. Zimbelman. Mr. Zimbelman said the infrastructure is in good condition within the dry well. There are usually no alarms except in -30F weather. It's in good condition. Mr. Zimbelman said he's good with moving it to the PER, and even better with removing it altogether, thereby saving quite a bit.

- Motion by Alderman Schoenrock, Second by Alderman Mycke to remove the Central Avenue Lift Station from the Stormwater Project.
  - Motion Carried Unanimously

Mr. Koon clarified that he would add the lift station to the Wastewater PER and investigate with DER the option of removing it entirely.

**Discussion/Action: Brad Koon utilization of existing City lot for storm water retention pond**

Interim Mayor Hunsucker said that he would prefer that the wastewater be piped to the coulee.

- Motion by Alderman Cates, Second by Alderman Mycke to eliminate the retention pond idea in favor of a direct line to the coulee
  - Motion Carried Unanimously

Mr. Koon thanked Council for the direction and acknowledged that it's contingent on obtaining an easement from the landowner. He will be in touch.

**Discussion/Action: Brad Koon – Wastewater PER**



Mr. Koon said the City received a \$15K RRGL planning grant for a Preliminary Engineering Report (PER). The total task order is for \$55K. Triple Tree Engineering recently applied for an MCEP (Montana Coal Endowment Program) planning grant for the remaining match for a total of \$55K. Mr. Koon needs Council to approve the full Wastewater Task Order so he can accept the MCEP grant to write the complicated PER and infrastructure applications in May.

MCEP hasn't announced who they've awarded grants to yet, but he anticipates the City will get it. If it doesn't get the grant, Triple Tree will try to scale back the project to the PER to meet all requirements utilizing the \$15K already in hand.

- Motion by Alderman Schoenrock, Second by Alderman Cates to approve the Wastewater PER Task Order in the amount of \$55,000.
  - Motion Carried Unanimously

### **Discussion/Action: Brad Koon – Splash Park Bid & Award**

Mr. Koon said bids for the Splash Park were opened February 1, 2024. Exhibit B of the packet includes the recommendation letter and outlines bid prices and certified bid tabulation showing unit costs for all items. Triple Tree used that as a comparison. When the estimate was put together, they bought contracting software and also spoke with the splash park suppliers in North Dakota. Based on these factors, Triple Tree estimated \$238K. There were two bids. The low bid was \$523K and the high bid was \$560K.

Both contractors are out of Great Falls, and both are reputable. Mr. Koon acknowledged that Triple Tree was “way off” and he’s since spoken with the supplier who insisted he’s seen them installed for a lot less. The City has the option of not awarding the project and re-bidding it, or accepting the low bid of \$523K.

Mr. Koon pointed to page 3 of the packet showing the breakdown of grant funds. The original budget was \$460K. Subtracting supplies already purchased leaves \$335K to spend.

Mr. Coombs suggested putting it out for re-bid. Interim Mayor Hunsucker asked the Splash Park committee what they thought. Mrs. Fowler said amongst themselves they agreed that the short timeframe for the bid made it appear it was an emergency to get the splash park done. She would like it to go out to bid again and extend the timeframe for responses. If it goes into September, they’re willing to wait. There’s been great community support already, they’ve received good grants, and there’s continuing financial support. She encouraged the Council to somehow make this project go forward.

Interim Mayor Hunsucker said a lot had been invested in this project. Mr. Zimbelman said he agreed. He mentioned that Great Fall installed a splash park where a kiddie pool used to be. He acknowledged the situations weren’t identical, but they received bids for \$280K and were able to

source a concrete contractor out of town and save a significant amount of money after putting it out for re-bid.



- Motion by Alderman Schoenrock, Second by Alderman Cates to re-bid the Splash Park project.
  - Motion Carried Unanimously

Mr. Coombs asked what the equipment cost was that had been bought. Mr. Koon said \$220K including all the controls.

**Discussion/Action: Finalize Blue Sky Villa Lease Agreement**

Daniel Jones and Gary Bjelland have been working on this together, and Jones made some changes to make terms consistent. Mr. Bjelland said not all the exhibits had been included originally, and a new one was created to show what had been done, and what was projected to be done, on an annual basis per unit. He said that it looked like a good report, and it was added. Substance-wise, all the rest was the same.

- Motion by Alderman Schoenrock, Second by Alderman Cates to accept Blue Sky Villa Lease Agreement as presented.
  - Motion Carried Unanimously

Mr. Bjelland added that the Board of Directors had already approved the lease agreement.

**Discussion/Action: Appointment of Interim Mayor**

- Motion by Alderman Schoenrock, Second by Alderman Cates to appoint Council President, Alderman Nathan Hunsucker as Interim Mayor until such time that a new mayor is appointed
  - 3 in favor – Cates, Schoenrock, Mycke
  - 1 abstained – Hunsucker
  - Motion Carried

**Discussion/Action: Interim Mayor paid Mayor wages effective February 3, 2024**

- Motion by Alderman Schoenrock, Second by Alderman Mycke to approve Interim Mayor Hunsucker be paid mayor wages effective February 3, 2024
  - 3 in favor – Cates, Schoenrock, Mycke
  - 1 abstained – Hunsucker
  - Motion Carried

**Discussion/Action: Request for new computer for Payroll/Admin Clerk**



Interim Mayor Hunsucker said there have been some problems with needing to rebooted regularly, resulting in lost data and productivity. According to the IT company the computer has been eligible for replacement since 2020.

- Motion by Alderman Schoenrock, Second by Alderman Cates to approve purchase of new computer for Payroll/Admin Clerk through DIS Technologies in the amount of \$1455 (\$1150 plus shipping includes remote installation + \$350 MS Office Standard 2021 Gov't Volume software)
  - Motion Carried Unanimously

**Discussion/Action: Contract Renewal/Extension with Montana League of Cities & Towns**

Interim Mayor Hunsucker said this was the 3<sup>rd</sup> agreement amendment to the contract requesting an additional \$10K. This is very similar to what's been done previously. Originally, it was for \$6K, then \$20K for the second time. This amendment is necessary for bringing the books up to date.

Alderman Schoenrock asked Mrs. Fowler if this agreement would be sufficient to finish the job. Mrs. Fowler said she certainly hoped so.

Mrs. Fowler said the closing entries and AFR are the two priorities, and closing entries must be done before the AFR. She believed the contract pays \$50/hour. Mrs. JMrs. Rogers in Choteau estimated the AFR would take 80 hours to complete. Mrs. Fowler estimated it would take at least 40 hours to complete closing entries with help from office staff. She noted that the office staff have been very helpful in finding information when she's asked for it, but she will do the majority of the work. The books are balanced through August 2023.

Mrs. Fowler said she didn't know what the Council's process was to move forward. What becomes of the remaining funds is up to the Council. That tends to go toward training, but that would depend on if there's a person [Finance Officer]. She stated it's hard to put someone in that position when the books are not balanced. The City is already knocking on the door of a new fiscal year. She stated that she and Mrs. Rogers are doing the best they can—they've lost a month, but they're trying.

Alderman Schoenrock wondered if Council should authorize more so they don't have to come back again.

Alderman Cates clarified that both Mrs. Rogers and Mrs. Fowler were paid up through this month. There's a little extra that hasn't been billed yet. Mrs. Fowler said she thought the money had been spent, so they had to stop working. Alderman Cates confirmed that the contract had expired, but the money was still there.

Motion by Alderman Schoenrock, Second by Alderman Cates to accept the agreement amendment with Montana League of Cities & Towns authorizing an additional \$10K to work toward completing the books.

- Motion Carried Unanimously





Mrs. Fowler asked if we would email the new contract tomorrow so MLCT has it right away. Interim Mayor Hunsucker said he would.

**Discussion/Action: Montana League of Cities & Towns Financial Reports**

Mrs. Fowler stated that these were all the reports that were turned into City Hall with the summarization letter read last time. It presented the cash reconciliation and cash report balanced from July 2022 to August 2023.

Interim Mayor Hunsucker thanked Mrs. Fowler for all the work.

- No action taken.

**Discussion/Action: Mayor Appointment Process**

Interim Mayor Hunsucker stated Council has 30 days to appoint a new mayor.

- Motion by Alderman Schoenrock, Second by Alderman Cates to accept letters of interest for Mayor through March 1, 2024
  - Motion Carried Unanimously

Alderman Cates said he hoped whoever submits a letter of interest states their expertise in city government or similar experience. He said that an applicant is required to have lived within the city limits for the past two years and be at least 21 years old.

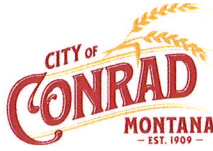
Interim Mayor Hunsucker confirmed that he had received a letter from Mr. Coombs.

**Discussion/Action: Finance Officer Hiring Committee**

Alderman Schoenrock said the last committee was comprised of herself, the former Mayor and Alderman Breeding for Finance Officer Mink. Alderman Schoenrock and Interim Mayor Hunsucker were willing to be on the committee this time. Only the Mayor and one Alderman can be on the committee, so a third person was needed. Coombs volunteered as a member of the public.

- Motion by Alderman Schoenrock, Second by Alderman Mycke to appoint a hiring committee for the Finance Officer comprised of Interim Mayor Hunsucker, Alderman Schoenrock and Mr. Coombs
  - Motion Carried Unanimously

**Discussion/Action: Chief of Police Hiring Process**



Alderman Schoenrock said people can apply to the vacancy on the website. She and Interim Mayor Hunsucker then discussed the process once an application is received. They concluded the next step to be submitting it to the Police Commission.

Mrs. Breeding said the Police Commission was not involved in the interviews last time (for Cory Smith). It was Darby Donovan, Rob Cook, Julie Murack and the former Mayor. In the end, it's a mayoral decision. She said the Police Commission can be used, but it's not necessary.

Mrs. Fowler asked if there was anything in the police manual about hiring the police chief.

Interim Mayor Hunsucker said to his knowledge, there have not been any applicants for either the Chief of Police or Finance Officer.

- Motion by Alderman Schoenrock, Second by Alderman Cates to table Chief of Police hiring process until applications are received
  - Motion Carried Unanimously

It was stated that Cory Smith is the Interim Chief. Interim Mayor Hunsucker clarified that Cory has not applied to the vacancy of Police Chief. He's just the next in line as acting Chief until a new one is found.

#### **Discussion/Action: IRS Claim**

Interim Mayor Hunsucker said there was a failure to file W-2s in 2021. There was an appeal, and the IRS did not reduce the amount of penalty. Alderman Schoenrock stated the amount of the bill is \$17,920 and is the result of the appeal. If it's not paid by February 26, 2024, additional late fees will be assessed.

The bill can be paid online and will be posted in 1-2 days. If sent by check or certified mail, there's the risk of incurring further late fees.

Mrs. Fowler said this is an example of turnover. It's sad that it took IRS a year and a half to let the City know that this had not been done. It was one computer click away from being submitted. She praised the City employee who found the error, but noted that only then did the IRS assess the fine. Had it not been caught it would still be hanging out there.

- Motion by Alderman Schoenrock, Second by Alderman Cates to approve online payment of \$17,920 to the IRS by City Payroll/Admin Clerk
  - Motion Carried Unanimously

#### **Discussion/Action: Resolution to Reconsider Government Structure for City of Conrad**

Every 10 years the City is required to put local government review on the ballot, per Section 9(2) Article XI of the Constitution of the State of Montana and Section 7-3-173(2) and 7-3-174(1) of the MCA. Interim Mayor Hunsucker read the Resolution.



The resolution requires a vote from Council on an amount not to exceed for conducting a local government review and establishing a local government study commission by election.

Mrs. Orcutt said Attorney Jones had suggested a number around \$3,000 consistent with similar election requirements in the past.

Mrs. Breeding asked Council to consider the travel costs of sending three people to Bozeman for training. It's a lot higher than it used to be.

Mrs. Fowler said Dan Clark recommended \$30K for a 3<sup>rd</sup> class town (pop. up to 10,000). This would include advertising, training, books to purchase, and surveys.

Further discussion on the cost not to exceed, and ways to keep costs down.

Mrs. Rogers forwarded an email from Dan Clark to Alderman Cates. He recommended a cost not to exceed \$31K: \$4K training; \$3K consulting; \$1K resource materials; \$2K survey; \$3K community engagement; \$2K advertising and notices; \$6K support staff; \$8K election expenses; \$1K publications; \$1K miscellaneous.

Someone mentioned that there was no charge for surveys in the past. Discussion on potential savings for the November election due to holding it with the November ballot. Interim Mayor Hunsucker estimated this would save \$2K.

- Motion by Alderman Schoenrock, Second by Alderman Cates to accept the pending resolution with the amount not to exceed \$25,000
  - 3 in favor – Schoenrock, Mycke, Hunsucker
  - 1 not in favor - Cates
  - Motion Carried

**Discussion/Action: Surplus Property Program Authorized Representatives**

Interim Mayor Hunsucker said Montana Department of Administration requires authorized representatives to be named to use the Surplus Property Program.

Currently, Zimbelman, Miller and Mink are the authorized representatives, so these need to be updated.

Interim Mayor Hunsucker named David Zimbelman, Julie Orcutt, and himself as the new Authorized Representatives.

Mrs. Fowler said this gives the City authority to purchase State surplus equipment and furniture.



- Motion by Alderman Schoenrock, Second by Alderman Cates to appoint Dave Zimbelman, Julie Orcutt and Nathan Hunsucker authorized representatives of the Surplus Property Program.
  - Motion Carried Unanimously

**Discussion/Action: Montana Ag Escrow Agreement for Industrial Park Lot Purchase**

The contract for deed by and between the City of Conrad and Montana Ag Holdings, LLC was effective November 10, 2023.

Alderman Schoenrock asked for clarification. Mrs. Breeding said if it's the one that already went through, it's too late to approve. This has already happened.

- Motion by Alderman Schoenrock, Second by Alderman Cates to table Montana Ag Escrow Agreement for Industrial Park Lot Purchase
  - Motion Carried Unanimously

Mrs. Breeding said she was waiting for a reply from Attorney Jones.

**Discussion/Action: Genevieve Reiken Anderson Funds – Requests**

Maria Cates, Chairman of The Conrad Pathway, is requesting \$5,000 to complete their goal of \$34,000 and enable the sprinkler system to be installed west of the ice rink. Currently, more than 14 trees are being hand-watered on City of Conrad property.

- Motion by Alderman Schoenrock, Second by Alderman Mycke to accept letters of request for the Genevieve Reiken Funds through April 1, 2024.
  - Motion Carried Unanimously

**Discussion/Action: Growth Policy**

Robbie Culver with Stahly Engineering presented a resolution and distributed several handouts. She has been working on the Conrad Growth Policy for about a year with Library Director Christensen and others. She left hard copies for the public to take.

Next steps include taking comments from Council. A Planning Board must be assembled, including a Council member, to review and approve the Growth Policy document. Draft resolutions for the Planning Board and Council are on the website [www.ponderaconrad.stahlyprojects.com](http://www.ponderaconrad.stahlyprojects.com). Ms. Culver will repost the survey to the website, as well. Fact sheets and the Draft Policy are still on the City of Conrad website where public comments may be made: [cityofconrad.com](http://cityofconrad.com).

Once the committee finishes going through Council's comments, a public meeting will be held to consider the comments on the Final Draft. The Planning Board would then bring the ideas before



Council to consider any changes to the Final Draft. Lastly, the Planning Board recommends that the Council adopt the Growth Policy by resolution.

Interim Mayor Hunsucker asked about the timeframe and Robbie said they need to wrap things up for the CDBG planning grants by the end of April. If need be, she can probably talk with [Montana Department of] Commerce and get an extension for the City.

Interim Mayor Hunsucker said Library Director Christensen has been instrumental in providing comments for the Growth Policy. Ms. Culver offered to make a press release and Interim Mayor Hunsucker agreed that that would be a good idea.

- Motion by Alderman Schoenrock, Second by Alderman Cates to appoint a Council member to the Growth Policy Planning Board at the next regular meeting in March.
  - Motion Carried Unanimously

**Executive Session:** None

**Other Business:** None

**Items to Appear on Next/Future Agenda:**

- a. Road Closure near Ed's Tavern for Street Dance during Whoop Up

**Meeting Adjourned**

There being no further business to come before the Council, motion by Alderman Schoenrock, seconded by Alderman Cates, to adjourn the meeting at 8:10 p.m.

- Motion Carried Unanimously

A handwritten signature in black ink that reads "Nathan Hunsucker".

Interim Mayor, Nathan Hunsucker

Attest: Kimberly A. Cooney  
Billing Clerk



# CONRAD POLICE DEPARTMENT



## MONTHLY REPORT TO CITY COUNCIL: January 2024

CALLS FOR SERVICE: Approximately 299 Calls for Service Reported to PCSO Dispatch and/or Conrad Police Department

SECURITY CHECKS: 80 Routine Security Checks for local businesses  
Residential Security Request conducted

ARRESTS: 3

ALARMS: 2

ASSAULTS/HARRASSMENT/THREATS:4

BURGLARY/THEFTS/SHOPLIFTING REPORTS: 9

CHILD ABUSE/ENDANGERMENT REPORTS: 2

COURT ORDERS/CIVIL PAPERS:

CRIMINAL MISCHIEF/TRESSPASS/VANDALISM: 5

DEATH INVESTIGATIONS: 2

DISTURBANCES: 4

DOMESTIC INCIDENTS: 8

DRUG RELATED: 4

LOST/FOUND PROPERTY: 1

MEDICAL EMERGENCIES: 19

NOISE/NUISANCE COMPLAINTS: 1

SUICIDE/MENTAL HEALTH CALLS: 1

SUSPICIOUS ACTIVITY/VEHICLES: 11

MISSING PERSONS: 2

WARRANT ATTEMPTS:

PUBLIC ASSISTS:

CITIZEN ASSIST: 18  
CIVIL STAND BYS: 5  
CITIZEN DISPUTES: 2  
INFORMATION ONLY CALLS:  
VEHICLE LOCK OUTS: 6  
VIN INSPECTIONS:  
WELFARE CHECKS: 14  
UTILITY COMPLAINTS:

OTHER:

ILLEGAL BURN:  
JUVENILE COMPLAINTS: 1  
PRIVACY&COMMUNICATIONS  
PRISONER TRANSPORT:  
MISC: 37

TRAFFIC:

ACCIDENTS INVESTIGATED: 2  
COMPLAINTS REPORTED: 10  
DUI:  
HIT AND RUN: 1  
MOTORIST ASSIST: 4  
TRAFFIC INITIATED: 22

ASSISTING OTHER AGENCIES:

SHERIFF'S OFFICE: 4  
MONTANA HIGHWAY PATROL:  
AMBULANCE: 19  
FIRE DEPARTMENT:  
PROBATION AND PAROLE: 1  
TETON County SO  
Cascade County Drug Task Force  
Toole County SO: 1  
Dillon PD: 1

FBI: 1  
DCI: 1  
CPS: 3

ANIMAL CONTROL CALLS:

DOGS: 5  
CATS: 4  
OTHER:

SITUATIONAL REPORT:

-Server was successfully moved,providing required security

-One candidate is moving forward in the selection process, Hiring Committee Interview to be scheduled



City Council Meeting 2/20/2024

1. During the nicer weather we were able to clean up behind the ballfield shed.
2. We are having to replace some equipment at both plants.
3. Waiting for replacement valves at the Brady Pump station and water plant. As of right now we must manually fill the standpipe for Brady, and we are filtering from 3 filters till we get replacement valves.
4. We discussed updating our remote capabilities by getting hot spots at both plants.
5. John Deere is wanting to hook up a six-inch line for a new facility out by Anheuser Busch roughly a mile.
6. Would like to look into pricing for lots at industrial parks.
7. Clearing snow and sanding streets, also helping clear snow with the state.
8. Working with Brad on projects and design.
9. We are unable to do our own coliform testing on our water unless we want to become a state certified lab, which is more of a headache than its worth.
10. We've been filling ice rink, bad year for an ice rink.
11. Our new hire is doing well and will start to take call this week.

Library Director

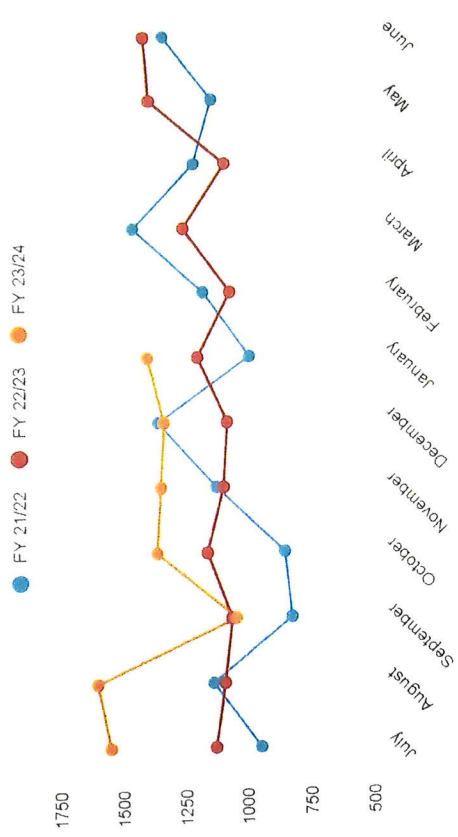
## Conrad Public Library Report

Tuesday, February 20, 2024 @ 6:00 PM  
[presented to the Conrad City Council]

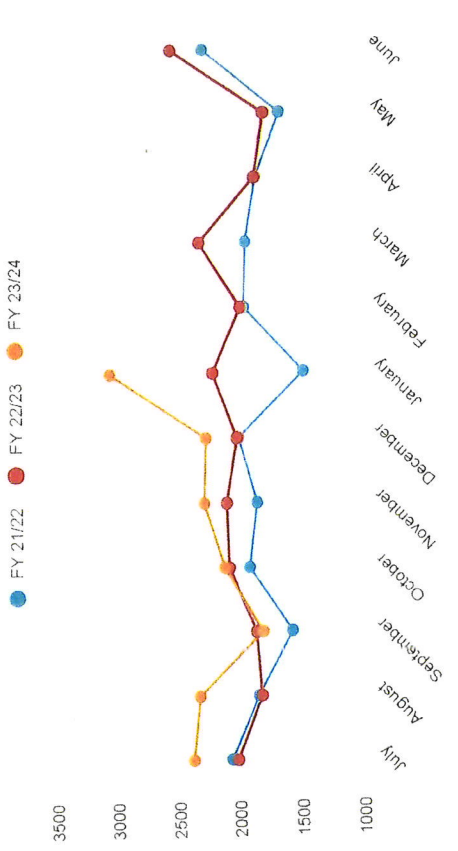
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- January Statistics:
  - 1,396 library visits
  - 3,040 items circulated
  - 36 programs held
  - 480 program attendees
  - 190 computer users
  - 27,117 separate Wi-Fi sessions
  
- Nelson Architects has provided the final PAR for the Library building; the suggested projects aim to bring the building up to code (building, ADA, environmental, etc.), address the maintenance of infrastructure and historical aspects, and update for current library and community needs.
  - The current total project estimate is \$1,512,500; we will be considering project phases determined by potential grants and funding.
  
- Upcoming Event: "TRUST ME" documentary screening and expert Q&A session with Rosemary Smith, Managing Director of the Getting Better Foundation. The free program for the public will be held at the *Conrad High School auditorium* on Tuesday, March 19th at 6:00 pm.
  - "TRUST ME" is a feature-length documentary that explores how media technology is influencing society and what we can do about it. It delves into the topics of manipulation and misinformation by exploring human nature, information technology, and the need for news and media literacy to help people trust one another.

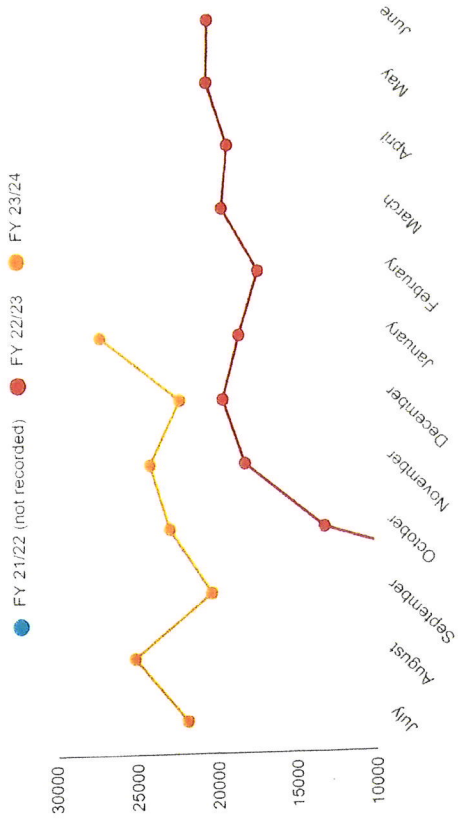
Total Library Visits



Total Circulation



FY 22/23 Wi-Fi Sessions



Library Program Attendance FY 23/24

