

## Stevensville Town Council Meeting Minutes

for THURSDAY, FEBRUARY 13, 2025, 6:30 PM 206 Buck Street, Town Hall

### CONDENSED MINUTES

#### 1. Call to Order and Roll Call

Mayor Michalson called the meeting to order. Councilmembers Barker, Brown, Nelson and Smith were all present.

#### 2. Pledge of Allegiance

#### 3. Public Comments (Public comment from citizens on items that are not on the agenda)

Kate Miller: I am from 108 Main Street. I have a number of issues with my business property, and I have asked the city a few questions and have not gotten anywhere, now that the hot dog shop has gone in it has created even more issues. I don't even know if this is the right place to do so.

Mayor Michalson: you can come by my office tomorrow morning at 9:00 am.

#### 4. Approval of Minutes

##### a. C.O.W. Meeting Minutes 01/21/2025

Mayor Michalson: introduced C.O.W. meeting minutes 01/21/2025

Councilmember Smith: I move that we accept the COW meeting minutes of 01/21/2025.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

##### b. Town Council Meeting Minutes 01/23/2025

Mayor Michalson: introduced Town Council Meeting minutes for 01/23/2025.

Councilmember Smith: I move to accept the town council meeting minutes of 01/23/2025.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

## 5. Approval of Bi-Weekly Claims

### a. Claims #19484-19515

Mayor Michalson: introduced bi-weekly claims #19484-19515

Councilmember Barker: I move that we approve bi-weekly claims #19484-19515.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Nelson: Claim #19484, a2z supply corp.

Chief Boe: Officer Pierces vest.

Councilmember Nelson: bullet proof vest?

Chief Boe: yes, sir.

Councilmember Barker: Clam #19492, Ken wastewater classes, stayed with a friend to save on motel, \$196.00? is that for fuel and meals.

Mayor Michalson: he went to a training in Philipsburg.

Councilmember Barker: so, he stayed in Anaconda but went to Philipsburg for training.

Jenelle Berthoud: the \$196.00 is the new rate for travel.

Councilmember Brown: I wanted to thank the young man for saving the town some money and stay with a friend.

Mayor Michalson: it was training, we are trying to get him up to speed one of the reasons that we did hire him is because he had an interest in being certified.

Councilmember Brown: 19489, fireman's relief for \$25,000.00 could some please explain that again.

Mayor Michalson: that is the retirement that the town pays every year.

Chief Motley: it is the town's retirement fund.

Councilmember Nelson: #19497, Denny Downing and Associates \$12,300.00.

Mayor Michalson: they are working with Gina and the ARF. That is who you approved for the audit. If you look down at HDR you will see a payment I will explain more in my executive report.

Mayor Michalson: any other comments on the claims? Public comment?

#### PUBLIC COMMENT

Chief Motley: I have a question #19494, First Call Computer Solutions. I understand that it is for IT services for February \$299.00 a month for IT services for the fire department. That is ludicrous. And then we turned around and paid an additional amount for internet from the same people, it is crazy can we do it on an as need basis and save some dollars.

Mayor Michalson: it is in the contract.

Chief Motley: can we change the contract, renegotiate the contract, look at the contract to see if we can make a better deal for the town, it seems like we are paying a lot of money for IT.

Mayor Michalson: that is right.

Chief Motley: it is not like we are doing massive computer things all of the time. We need to look in on that.

Jenelle Berthoud: it was a three year I believe.

Mayor Michalson: there you go Jeff it will be coming back up soon.

Councilmember Barker: aye.

Councilmember Brown: aye

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

## 6. Administrative Reports

### a. Airport

Brian Germane, Airport Manager: report was provided in the packet. Been able to manage the snow pretty well. Any time that there is any snow on the runway we are required to do a notam. After that last snow, we did close the airport down on Friday and reopened it on Sunday and it has been open since. CIP projects, Tyler, myself and Craig Thomas went out to Helena last week to plead our case to the department of aeronautics. They ended up

funding our whole project. That is the asphalt project and the fuel project. Early March we will put those projects out for bid, we met with Jenelle on the process. There is a Montana fuel company that will provide us with fuel, we will be bringing that back to the council for approval. Airport board reviewed some new plans from M&M. Lease invoices all went out at the end of last year. Have been coming in with a few still out for payment.

b. Building Department

In the packet.

c. Finance

None

d. Fire Department

Chief Jeff Motley: report was provided in the packet. We are running at about 50 calls a month. At the end of the month, we had our annual banquet at that we did promote fireman to the lieutenant position. Robock is now a lieutenant for the fire department. We were able to get the ladder truck repaired. One thing that I would like to request is some sand in front of the bays.

Mayor Michalson: I will get that taken care of.

e. Police Department

Chief John Boe: report was provided in the packet. I have revised that. Right now, the police department is staffed, and Kenny is at the academy, doing very well. Chris is over at the school as the resource officer. The maintenance for our patrol vehicles has been pretty much completed for the year. The chili cook off is March 15<sup>th</sup>. We are getting a lot of buy in from the community members and the businesses. Been putting out flyers, social media and radio. And the mayor has been walking around and getting the word out. I am looking forward to this as my first one. I like to compare data from one year to the next. The more people the more calls for services. Being more visible in the community has deterred crime.

f. Public Works

In the packet.

Mayor Michalson: down to ten meters unread and like we said during claims Kevin went to training.

Councilmember Barker: with snow coming again, I have noticed the streets where there is snow buildup and it starts to melt, we need to see if we can get that removed, it is causing some issues and I have had some people comment on it, I am not saying that the public works department isn't doing a great job, we need to try and lower the blade a bit more over the snow and ice.

Councilmember Smith: it is a bit rough.



Councilmember Barker: it is pretty rough, and now that we have a new layer of snow and ice it is going to be a little more difficult, if we can have that cleared and a little bit wider. It seems that they go down the street and it is not as wide as it should be.

Mayor Michalson: I can say, and it has been brought up to me a few times, and I have talked to Steve and Jeff, he has the truck plows as far down as they can go. The big snow plow that Cody drives, if he puts that all the way down like he said it will hit a manhole or another thing and do some damage.

Councilmember Barker: it seems like it is not what it has been in the past.

Mayor Michalson: we have had public people driving around in their own pickups and snowplows helping out.

Councilmember Brown: you skipped the building department.

Mayor Michalson: building department, I skipped it, so I will go back up to the building department.

Councilmember Smith: jumped over the top of that one.

Mayor Michalson: any questions.

## 7. New Business

### a. Discussion/Decision: Resolution No. 387f, a Resolution Amending Town Council Rules for the Town of Stevensville

Mayor Michalson: introduced new business item a, Resolution No. 387f, a Resolution Amending Town Council Rules for the Town of Stevensville. You had a COW meeting last month, you, the council revised your rules, took some out added a few, you can see the yellow ones.

Councilmember Barker: I make a motion to approve Resolution No. 387f, a Resolution Amending Town Council Rules for the Town of Stevensville

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Smith: a request when this is all said and done may we have a copy of these rules?

Mayor Michalson: you will because at the bottom you will sign this. With permission from the council, I would like to read a public comment from Jim Crews. It has to do with town council rules, Jim basically states that we should put in there a provision that says we should take public comment. I do not see anywhere in the newly proposed changes that when a decision is being made that there is no public comment listed. He said that you do it Bob, but a future mayor may say it is not in town council rules. But it is in Roberts Rules.

Councilmember Smtih: that was the point that I was going to make.

Mayor Michalson: if you want to amend and put public comment in there that is your call, Jims suggestion.

Councilmember Brown: I guess it would be better to add it then to have a challenge.

Councilmember Smith: we could say something in the order of having public comment according to Roberts Rules.

Mayor Michalson: there you go. What section are you going to put it in?

Jenelle Berthoud, Town Clerk: if you are going to refer to Roberts Rules within the town council rules then we need to have it as another exhibit to this town council rules. Whatever you are going to reference back to you have to have as another exhibit, just keep that in mind.

Councilmember Smith: scratch Robert Rules. What section then?

Councilmember Brown: order of business maybe just slide in public comment under the appropriate lines, under number 4 approval of claims, public comment. In the appropriate 1-15.

Jenelle Berthoud: if you guys add it there then I have to add that word public comment to every single agenda, because that is setting up the agenda.

Councilmember Barker: can we put it in the guidelines for public comment on the back of that. It is already there, we have it there.

Councilmember Brown: we could put public comment and then.

Mayor Michalson: I think that Stacey is right, it is already written.

Councilmember Barker: it is already here.

Mayor Michalson: any other questions from the council.

#### PULBIC COMMENT

Chief Motley: part 8 voting, if you put, prior to a vote the council gives opportunity for public comment.

Councilmember Barker: I make a motion to amend the original Resolution 387f to read as Part VIII on Voting what Jeff said.

Jenelle Berthoud: I will just listen to it. ("prior to council vote opportunity for public comment shall be made".)

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: we have a motion and a 2<sup>nd</sup> on the amendment. Further council discussion? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 4-0 on the amendment.

Mayor Michalson: Original motion for the council rules. Council like to discuss or change or add? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Resolution No. 561 a Resolution Adopting Fees & Locations for Food Trucks and Food Vendors by the Town of Stevensville

Mayor Michalson: introduced new business item d, Resolution No. 561 a Resolution Adopting Fees & Locations for Food Trucks and Food Vendors by the Town of Stevensville. At the last Park Board Meeting we did discuss on how to get more money into our parks system, raising fees and ideas were brought up about advertising on the fences and vendors. Andrena and Jenelle got together and are trying to get some more revenue for our parks. They will have to hold a transient business license, there will be no electric hookups and will not be available during special events. I would like to read another public comment from Jim Crews. "establishing this sort of activity at Lewis & Clark Park is more likely than not a violation of the deed of the property. This is why we did not want the library to go in there or the bike camp in 2003. If those people want to do something like that they can go and rent a property somewhere it is also not zoned for this kind of activity." I also talked to Jim on the phone, and he came into agreement with me that it should be for special events, and I looked in our town ordinance section 18-21 it says prohibited activities, without first obtaining a permit. So according to our town ordinance they can with a permit. I did look at the deed and Jim is right we cannot donate it to the library but there is nothing in the language that says we cannot put vendors in the park, we are already doing it with the pavilion, last year we raised almost \$1,000 in rentals. I do not see an issue with putting vendors down there, they are on limited space in town. With your permission I would like Jenelle to come up.

Councilmember Nelson: I make a motion to adopt Resolution No. 561 a Resolution Adopting Fees & Locations for Food Trucks and Food Vendors by the Town of Stevensville.



Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>.

Jenelle Berthoud: so, one of the reasons that we came up with this piece was talking with Stephen, and the park board talking about generating some extra revenue, painting the bathrooms, fixing the pavilion roofs, that all comes out of the park budget. We have also had multiple food vendors come to town hall, and prior to us putting this in they want to know if there is anywhere to park or rent. They all have a business license and they just want to be part of town, if there are not already hooked to a business that is allowing that they are having a hard time getting in, there is always one here across the street one or two that Cenex gives permission to be there. We sat down with the mayor and Stephen and just went through what are the options that would give them an opportunity to park. And that is when we came up with this. They know that they cannot take up the spaces on Main Street and they do not want to be so far back, and Lewis & Clark Park is a big space. When the pool is open, we would not be placing them in front of the pool but when the pool is not open there is another two to three spaces. This is why we brought this up.

Councilmember Smith: did you float this idea to any of them about parking at the park and what that receptive?

Jenelle Berthoud: one is particular, was quite excited to be at the park, not just in the fall months but be involved when there is swim lessons. He sells coffee and he thought that it was a pretty cool idea.

Councilmember Nelson: do we have power access?

Jenelle Berthoud: we decided that we would not provide power to it and they are all self sufficient trucks.

Mayor Michalson: thank you Jenelle. Any comments from the council?

Councilmember Brown: I just had a few things to think about for this proposed resolution. One is the proposed fee enough to pay for the additional wear and tear on the park and the restroom. It appears that this is not in compliance with the PL1 zoning so did the planning and zoning board review. My next question was about the park board, but evidently the park board did discuss it. next comment did the town attorney review and give is comment and see if this is in compliance with the deed and the property, which is hold the property and use for community park and playground. Environmental health for the food trucks, who is going to be responsible for reviewing the proper permits and insurance are in place, and will a copy of the insurance and permits be kept at town hall. How is the town not going to discriminate and limit this to food vendors only. I did call Hamilton, and they do not allow food vendors to be set up in their parks. My last thought was will the town be covered through MMIA if their insurance and something happens, and worst-case scenario would be a propone tank on one of those trucks and then a fire or explosion. Food poisoning or whatever.

Mayor Michalson: valid questions.



Councilmember Nelson: on that note, just to make it clear, we were passing around ideas to fund for the park, but the food trucks were not an actual idea that was discussed.

Mayor Michalson: we said vendors.

Councilmember Barker: I like how we have it planned out, however we have a lot of struggling businesses downtown in our little restaurants. Bringing those food trucks in and I understand that you have designated areas we have two food trucks that do not pay because they are on private property.

Councilmember Smith: they still have to have a business license.

Councilmember Barker: yes, they do. That is through the county as well and that is different, there are two of them that if you tried to move them, they will put up a fight, I do not agree with putting them in here, our town is struggling to keep our businesses going. It needs to go under a permit with an event, I pay an event permit, and we are up to code, we are looking at multiple days a week. I like that we are trying to bring in revenue for our parks.

Mayor Michalson: any other comments from the council? Public comment?

#### PUBLIC COMMENT

Chief Motley: I think that Councilmember Brown has some valid points that would need to be clarified before we move forward with something like this.

Councilmember Smith: I move that we table this until we get an opinion from our town attorney.

Mayor Michalson: that could be a while, but we do have time.

Chief Motley: I would like to add that you get an opinion from your insurance.

Councilmember Smith: I move that we table this until we get an opinion from our town attorney and MMIA.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council to table it attorney's opinion and MMIA.

Councilmember Brown: I would like my comments addressed, answers.

Mayor Michalson: we will add that to the motion. Any more comments from the council? Public comments?

Chief Motley: does that include the space at town hall? Would that be included in the discussion?

Jenelle Berthoud: I had a food vendor ask if they could rent that spot, and for \$25.00 per day we would give up that space.

Councilmember Barker: can we make sure that is in that discussion please.

Mayor Michalson: at town hall.

Councilmember Barker: I think that this could open up a whole other can of worms, especially with the library and allowing this to happen, my opinion.

Mayor Michalson: Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Smith: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

c. Discussion/Decision: Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville

Mayor Michalson: introduced new business item c, service contract between Trojan Technologies Group ULC and the Town of Stevensville. Our sewer plant uses a UV light system and Trojan contacted Stephen that it was time to have it serviced.

Councilmember Barker: I make a motion to approve service contract between Trojan Technologies Group ULC and the Town of Stevensville.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Brown: one is why it was not put out by an RFP, and if it is under our purchasing policy why do we not have three other quotes.

Mayor Michalson: because it is a special company and there is no one else around.

Councilmember Brown: 315.00 per hour for additional support services, a lot of money. do we have to pay for travel on this?

Mayor Michalson: no, we do not.

Councilmember Barker: how do we know that, it is not on here for the travel. They are not going to come for free.

Mayor Michalson: what Steve told me is when he talked to them it was part of the new amount. We have to have it done.

Councilmember Nelson: one contract overview, this would be the yearly amount plus travel. She brought up travel but at the end of it, it says per year.

Mayor Michalson: if travel was in there, I think that it would have been in the contract, and I talked to Stephen, they said it was included. If you want to table this and get an answer.

Councilmember Brown: one other, they will come once a year for routine maintenance, one day eight hours, what is their normal time that it takes them?

Mayor Michalson: I do not know that Cindy, they have been charging us \$2,700 dollars a year, they have been doing this.

Councilmember Brown: it appears on the pricing; it is for once a year for an eight-hour block of time.

Mayor Michalson: it is in the contract that they will be here.

Councilmember Brown: it says an eight-hour day, what if they are over that. When they come here what is the normal time period.

Jenelle Berthoud: from what I understand we have to have this program it is mandated by the state.

Mayor Michalson: they do all of the maintenance.

Councilmember Nelson: if we did table this when could it come back.

Jenelle Berthoud: March 13<sup>th</sup>. I am not sure what this looks like for when they will be here next.

Councilmember Brown: there are two options for tonight, maybe we could call for public comment and then number two can we take a small break and call Stephen.

Mayor Michalson: before we take the brake can I ask for public comment.

#### PUBLIC COMMENT

Abbie Motley: on page 5 of that contract, it does say the additional support services will be billed at \$350.00 per hour.

Chief Motley: it also says that they will have an invoice separately, it is important that you read the last page, if this is their system and they have all of the parts, but if you do not use their parts, it is laid out on what will happen if you do so.

Councilmember Smith: I move to take a 5-minute break.

Councilmember Brown: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup> to take a 5-minute break, all in favor.

AYE.

#### 5 Minute Break

Mayor Michalson: called the meeting back to order. Back into discussion/decision, Trojan contract. Steve suggests that we table it, and he will get some answers. How he sees it, they are a specialized company; they are the only ones that service it.

Councilmember Barker: I want to make a comment under terms and conditions, prices and order sizes, they could put any price that they want on this, payment wise, there is a lot of different things in the terms and conditions.

Mayor Michalson: Steve said that they are out of Canada.

Councilmember Barker: obviously they are going to charge us a little more with that.

Mayor Michalson: we are also on a pretty tight rope. One side is working but if that one side goes out, it is okay that we table it and bring it back.

Councilmember Nelson: I make a motion that we table the service contract between Trojan and the town of Stevensville until we get more information on the contract.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup> on the table.

Councilmember Barker: we actually have a motion on the original.

Councilmember Nelson: I make a motion to rescind the original motion and now to table it

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

d. Informational: Stevensville City Court of Record Annual Report for 2024

Mayor Michalson: introduced new business item d, Informational: Stevensville City Court of Record Annual Report for 2024. I would like to add in our new police chiefs honor that if you look at the bottom about bond schedules. There is an uptick in that.

e. Discussion/Decision: RFP for Tree Pruning Services

Mayor Michalson: introduced new business item e, RFP for tree pruning services. I would like to put out an RFP for our disaster. The arborist came through and found about 100 trees to be trimmed and 3 to take down. The reason that I just gave you the number instead of the address is that we did not need the phone calls asking what about my tree.

Councilmember Smith: I move that we post and RFP for tree pruning services.

Councilmember Nelson: 2<sup>nd</sup>.



Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Barker: obviously there is a lot of talk about trees being marked could you clarify what those marks are. I have heard people say hey I have a mark on my tree is this trees that are potential or the trees that they have looked at.

Mayor Michalson: those are the trees from the wind damage that I marked, I went and took pictures last summer when the storm happened and when we got closer, I went and put a mark on them so that the arborist could go from street to street. Any discussion from the public? Seeing none Jenelle would you please take the vote.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

f. Discussion/Decision: Municipal Training for Town Clerk and Finance Officer, May 4th-8th, 2025

Mayor Michalson: introduced new business item f, Municipal Training for Town Clerk and Finance Officer, May 4th-8th, 2025. This is in their job descriptions that the council approved last summer and that makes it a requirement. I talked to Robert, and we have close to administration we still have \$58,000 and we can send the ladies to training.

Councilmember Barker: I make a motion to approve Municipal training for town clerk and finance officer. May 4-8.

Councilmember Brown: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>, discussion from the council?

Councilmember Smith: where is this training being held.

Mayor Michalson: Fairmont.

Councilmember Barker: is that coinciding with the training for the councils and the mayor.

Mayor Michalson: any further discussion from the council?

Councilmember Barker: I think that it is a good opportunity for them to go. It has been a long time. It is a great opportunity for them and training between towns.

Mayor Michalson: Public comments? Seeing none, Jenelle please take the vote.

Councilmember Smith: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 4-0

g. Discussion/Decision: Schedule a C.O.W. Meeting to Discuss Impact Fees for the Town of Stevensville

Mayor Michalson: introduced new business item g, Schedule a C.O.W. Meeting to Discuss Impact Fees for the Town of Stevensville. I did some digging. There is a reason why the town has not raised its impact fees, it is because it is a headache. Mayor read the MCA code for setting impact fees, having a committee. It gets pretty in-depth. What it comes down to, it enables entities to pay for roads, parks, water/sewer. If we do a COW meeting it is good to sit down and talk this through. We are only hurting ourselves by not charging enough, they have some towns that are already doing it. The more that we develop the more impact that it puts on the taxpayer. I will make some calls to see who needs to be on the committee. I would recommend March, to give me some time to get some things together.

Councilmember Nelson: Thursdays would work better for me, hard to get off on Tuesdays.

Mayor Michalson: Thursday March 6<sup>th</sup> at 6:00 pm

Councilmember Nelson: I make a motion to set up a COW meeting to discuss impact fees on March 6<sup>th</sup> at 6:00 pm.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. any further discussion from the council? Public comment?

Chief Motley: we will have fire training that night so it could be a bit noisy.

Mayor Michalson: any further comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

8. Board Reports

Councilmember Smith: Brian already gave it.

9. Town Council Comments

Councilmember Barker: I want to thank Jeff for inviting the town council to the dinner.

Councilmember Nelson: I would like to 2<sup>nd</sup> that and say I am sorry that I did not get to come.

#### 10. Executive Report

Mayor Michalson: on January 22<sup>nd</sup> I had a zoom meeting with Fred Simpson about Burnt Fork Estates. Attended a MMIA board meeting about workman's comp. Had a meeting with HDR and Stephen about the ARPA funds for a Scada System. They are proposing using all of that except for the amount needed for leak detection. I think that it will make some big improvements they we need. Jenelle and Andrena have been busy going through the annex building, going through records and throwing away the ones that are not needed and also keep the ones that we have to keep as per the Montana retention schedule. Jenelle has been very busy with Twin Creeks Phase 2 and the records from the old Creekside. Today we had a meeting with Fred Simpson. We are going to set up an executive closed session next week to discuss. Special meeting is the 19<sup>th</sup>.

Jenelle Berthoud: you will see that in an email tomorrow morning.

Mayor Michalson: there will be some restructuring in the main office, as Gina needs her own office for HR matters. She is going to move into my office I am going to move into Roberts office and Robert out to the common area. He told me that he had no problem with that. Congratulations to Chief Boe, a year tomorrow. Doing a great job John.

#### 11. Adjournment

Councilmember Nelson: make a motion to adjourn.

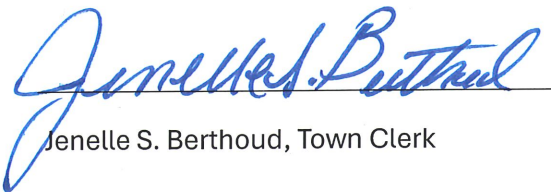
Councilmember Smith: 2<sup>nd</sup>.

APPROVE:



Bob Michalson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk