

MINUTES
TOWN OF CLYDE PARK
COUNCIL MEETING
August 12, 2024

The 2024-2025 Town of Clyde Park Public Budget meeting was called to order by Mayor Sydney Wiley at 6:34p.m. Council members present were Brian Eckenrod, Roger Chandler, Teresa Saari, and Dave Sarrazin. CSO Officer Will Buniger. Clerk/Treasurer Stacy Mills attended via ZOOM. Absent was council member James Walsh.

GUESTS: Persons in attendance: Richard Suisse, Sabina Strauss, Ahley Miller, Peter Connelly, Josh Vusavics, Carla William, Susan Lanning, Richard Fernau, Sara Cunniff

PRESENTATION OF THE 2024/25 TOWN OF CLYDE PARK BUDGET: Clerk/Treasurer Stacy Mills presented 2024/25 Budget to the council. Council members discussed various line items with Clerk/Treasurer Stacy Mills regarding allocation of funds to various accounts. Monies for 2024-2025 Budget \$453,812, monies for Revenue Budget \$415,436. Mayor Wiley asked if the items that were discussed in the previous budget meeting were included in the budget. At this time, the town does not have the ability to pay down debt quicker. Council member Eckenrod confirmed with Stacy that the adjustments that were made was due to the budget being more than the income. Stacy explained that before the ARPA project, the budget was in good shape. The \$225,00 for the ARPA project is included in this budget and that's why the budget is over. The \$93,00 on the ARPA project that the town will receive back from Federal funds is in the Revenue Budget. Council member Saari stated that the Town is spending more on water than they are bringing in. Mayor Wiley stated that the budget does not balance on paper and has not balanced in previous years but we are covering our bills. Our goal is to balance next year. We need to take these steps looking at where the revenue needs to be changed and increased and looking where costs can be decreased. Stacy has been finding that funds have been put in wrong accounts and she has been correcting those accounts. This is an ongoing process. Checks have to be separated manually to the proper accounts. Adjustments to the budget will be put in the drive so council members can view. Mayor Wiley asked visitors if there were any questions regarding the budget. No questions or comments were made. Mayor Wiley explained that the Council will vote on and sign the 2024/2025 Budget Resolution to the 2024/2025 Budget at the next council meeting on September 9, 2024 and then submit the budget to the state In October.

The Town of Clyde Park Council Meeting was called to order by Mayor Sydney Wiley at 7:02p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF INSPIRATION: Read by Council member Teresa Saari and Deputy Clerk Louann Barr

OPEN FORUM

Items on the Agenda: Mayor Wiley welcomed the visitors and asked if anyone would like to comment on items on the agenda. No one cared to make a comment.

Items not on the Agenda: Mayor Wiley welcomed the visitors and asked if anyone would like to comment on items not on the agenda. Richard Suisse 107 East 5th would like to have his property split. Mayor Wiley interjected stating the council is aware of this and has gone to the planning committee. Council will get a review and notify Mr. Suisse and he will have the opportunity to respond. Susan Lanning 302 3rd Street East brought up the ban on fireworks. Mayor Wiley is continuing to do research

into various policies and codes. Mayor Wiley will then present a proposal to the council. This may take a couple months to get this done.

MAYORS REPORT: Mayor Wiley reported on the ARPA project (the water main replacement on Taft and Main). Project is proceeding. There have been glitches in terms of positioning of the lines, the valves, etc. A Change Order has not been done because we did not have to bypass the culvert, there is money left over in the budget to cover what has been done so far. We are doing the best that we can to accommodate the beginning of the school year. Project is estimated to be done in one to two weeks.

Treasurer's Report: Clerk/Treasurer Stacy Mills gave report in earlier 2024/2025 Budget Meeting

Water: CSO Will Buniger gave this report on the ARPA (the water main replacement on Taft and Main) project. He turned the time over to Josh Vusavics of 40/50 Development to give a status update on the project. Contractor is working with the school to make sure school bus traffic can get in and out of the school. The contractor is reviewing the Change Order that was mentioned in the Mayors Report. The contractor discussed the culvert that has to be replaced. The size of the existing culvert does not match any of the dimensions they were able to find anymore. A piece of the existing culvert that was removed has two holes in it with at least six inches of silt in the bottom. The culvert needs to be replaced to function well. This is an arched culvert, 51 inches wide and 30 inches tall. The cost of a new culvert to replace the existing would be \$14,000-\$15,00. Council member Chandler asked if a double culvert could work to get the project completed faster. A double culvert could work. Contractor will continue to work with CSO Buniger to come up with a solution to get this project completed. Motion was made by Council member Eckenrod to proceed with finding a solution to replacing the culvert on the Taft Project, seconded by Council member Saari. Motion passed. CSO Buniger continued his report on the issues that the contractor has had with the maps being incorrect with the placement of the lines and valves. This is going to take time in locating where the valves and lines are. The engineering firm that did the drawings have backed out of correcting this issue. CSO Buniger stated that with the next project money needs to be allocated to cover costs pertaining to this issue.

Animals: CSO Will Buniger gave this report. Animal regulation enforcement is a work in progress and should show some results soon.

Site Permits: CSO Buniger has signed off on smaller permits. Jordan and Teresa Watts 403 Short St putting in a sidewalk. Mayor Wiley is resubmitting dogwood permit to have on record that for the time being it is a variance that they will be moved when the time and conditions permit. Faith (Magalsky) Peterson is replacing her catering kitchen. It will be in the same footprint. Rita Wright 209 Main St adding a carport. Ashley Miller and Peter Connelly 305 Miles St Chicken Permit. Council member Saari gave the following Planning Board report: Richard Suisse property, 107 East 5th. Mayor Wiley talked to the town's lawyer. Mayor Wiley advised that this land is not platted land. Land that is split with less than five properties is a minor subdivision. With one parcel being split into two parcels, this falls under minor subdivision code. Mr. Suisse will need to survey the property and provide proof to the council that each property will meet town codes before he can proceed. Per code an outlot is 20,000 sq ft per lot. Even with this split, the land remains an outlot and must follow the codes of each piece of land meeting the 20,000 sq ft requirement. Mayor Wiley responded that through our attorney, we have a town planner. The Town of Clyde Park will submit Mr. Suisse's application to the Town Planner through the attorney. Council member Saari motioned to table this to the next meeting. Council member Eckenrod seconded the motion. Motion passed.

Water Service: Permit for water service on Short and East. CSO Buniger mentioned there was a frost free valve with no water coming out. CSO Buniger will research to see if there was ever water at this property. Council member Saari motioned to table for more research until the next meeting. Council member Eckenrod seconded the motion. Motion passed.

Special Events Permit: Old Settlers Days request use of park for vendors. Council member Eckenrod motioned to approve the permit for Old Settlers to use the park and to waive the fee. Council member Sarrazin seconded the motion. Motion passed.

Parks: CSO Buniger reported that Bob has cleaned up the area and this is the last farmers market for the season.

Cemetery: Nothing to report.

Streets: CSO Buniger to put up the stop signs. Streets are good and will check on culvert.

Fire Chief : CSO Buniger reported there have been no calls lately.

Mayor Wiley addressed the council members: It is in town codes that the Committee Reports be submitted in writing prior to the Council Meeting. The purpose for submitting the Committee Reports prior to Council Meeting is to be prepared to discuss these items. Mayor Wiley received one Committee report prior to this meeting. Mayor Wiley made a decision to ask the council to report on their committees this meeting and then starting the September meeting, Committee Reports need to be submitted prior per town codes.

Budget & Finance: Council member Sarrazin will have a write up and proposal for the next meeting.

Public Works: Council member Eckenrod did not write a report. Council member Saari gave a report on the chicken situation. Putting together a procedures book. Action form was submitted. The Action is: Approve the chicken procedures as written below for inclusion in the procedures manual. The Proposal is: All chickens will be permitted. Up to six chickens the fee will be \$15.00. For 7-12 chickens an additional \$15.00 fee. Maximum 12 chickens per household. Chicken codes read six chickens per 5,000 sq ft lot. Town lots are 10,000 sq ft. Council member Eckenrod made a motion for the variance for up to 12 chickens. Council member Chandler seconded the motion. Motion passed.

Parks & Recreation: Council member Walsh is not present.

Streets & Alleys: Will continue to use calcium chloride. After research, the new product will not work for streets. Susan Lanning, 302 3rd St, commented on use of calcium chloride. The main concern is the use of the roller vibrating pipes as it drives by. Council member Chandler responded that the use of the calcium chloride helps maintain the integrity of the road. Speed limit signs and speed bumps are up. Junk vehicles and campers on right of ways, will inform the public about moving them. Clay Williams for the county will be here this week to spray the sides of the roads.

Planning, Zoning and Subdivision: Council member Saari submitted an Action Form on Bruce Lay RV pad. The Action is: If Mr. Lay is going to build a home and have a RV hookup with a permanent RV for rent, we need to deny the permit because it is against the Montana Subdivision Planning Act . However, if the hookup is for a temporary, short term rental that they drive in, park it and then drive away, we can approve the permit. Discussion on length of time short term rental can stay on an RV pad. Renter cannot dump waste on site.

Solid Waste: Council member Sarrazin reported to continue to balance the budget. Need a container to use for construction waste to eliminate illegal dumping.

Consent Agenda

These items may all be accepted by a single motion, or individual items may be motioned to be moved off for further discussion before approval:

1. Minutes of the July 2024 Meeting
2. Animal Permits
3. Site Permits (with the exception of Bruce Lay RV hookup)

Councilwoman Teresa Saari made a motion to approve the consent agenda as written. Councilman Eckenrod seconded and the motion passed.

Unfinished Business

1. *Skip the Budget Resolution. It is moved to the September agenda.*
2. *Processing fees for water will be moved to the next agenda*
3. *Increase of water rates*

Council member Eckenrod will call Bobbie to instruct counsel to increase water rates. Open discussion among council members about how the new water rates need to be increased. Flash drive is available with the algorithm for increasing rates. Discussed cost of commercial water use rates.

Councilman Roger Chandler Made a motion to adjourn the meeting, Councilman Eckenrod seconded and the motion passed to adjourn at 8:28 p.m.

Accepted by Council Sept 9. 2024. Signed copy on file

Mayor

Clerk