MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF ROUNDUP HELD ON February 1, 2022 AT 7:00 p.m. CITY COUNCIL CHAMBERS AND GOTO MEETING.

The meeting was called to order by Mayor Jones. Clerk/Treasurer Lanter conducted roll call with council members, Vivirito, Carlson, McCleary, and Toombs present. Fisher and Attorney Brooks were present by video. Also, present was, Director Sibley and Assistant Clerk Mann. Absent were, Liggett, Long, and Erickson.

*Moved by Toombs seconded by Vivirito to approve the minutes of the January 18, 2022 meeting, with corrections pertaining to Bruce Hoiland’s letter that was mentioned not read at the last meeting. All in favor. Motion carried.*

*Moved by Toombs, seconded by Carlson to approve the agenda. All in favor. Motion carried.*

**No Public Comment**

**Visitors:** Justin Russell-Asking permission from the council to pursue grants for the Fire Department.

As DES Director, new agreement for DES services with names and title listed. DES dropped the ball regarding NIMS (National Incident Management System), have to adopt it. Everybody including city employee’s and council has to complete training of 4 online classes. Toombs wants this added to future councilmembers package.

Attended LEPC (Local Emergency Planning Committee) meeting. Decided on top 3 projects involving repeaters, and a mobile emergency unit. Justin will email support letter to Tanya to put on letter head.

New Business: **1st Reading of the floodplain ordinance #477**

*MOVED BY TOOMBS, SECONDED BY VIVIRITO TO APPROVE ORDINANCE #477. AN ORDINANCE OF THE CITY OF ROUNDUP, MONTANA, PROVIDING THAT THE ROUNDUP, MONTANA CITY CODE BE AMENDED BY REVISING ARTICLE X, SECTION 16-53 BY ADDING NEW SECTION 16-53(4)(f) WHICH AUTHORIZES THE FLOODPLAIN ADMINISTRATOR TO EXEMPT STRUCTURES FROM THE LOWEST FLOOR ELEVATION REQUIREMENTS IN SECTION 16-53.1 IF SPECIFIED CONDITIONS ARE MET BY THE PROPERTY OWNER.*

**Mayor Jones:** Executive forum conference in Chateau March 2-4.

Infrastructure Committee needs to draft a policy in regards to adjustments to water/sewer bills. Received an email from Cheril Eazell who is Matthew Galbreath (606 3rd St W) personal representative and lives in California. She received a bill for $ 601.71. Sometime in December pipes froze andburst flooding the house which was on the market. Ms. Eazell was told by the realtor that the city council might consider and approve a reduction of the bill. Mayor asked for consensus from the council. Toombs- feels bad wants to give her a break. McCleary- It’s their responsibility to check house. Carlson- Maybe a small adjustment. Vivirito- a one time adjustment. Fisher- small adjustment. All agree on $200.00 adjustment except for McCleary. Lon-Sewer rates are determined by water usage in the winter months, we need to make sure to adjust hers in July.

Judge Marking wanted a clean copy of the court agreement sent to him with no strike throughs. Said what he wanted in it; said we would consider his request. He wants to stay out of it.

**Attorney Brooks:** Made minor adjustments on floodplain from Vanessa.

Working on ARPA (American Rescue Plan Act) funds issue regarding the premium pay for an employee. Worked on agreements with the Law Enforcement and Justice Court.

**Correspondence:** Mayor Jones read an email from Councilmember Long with her input on the Interlocal agreement with MCSO (Musselshell County Sheriff’s Office).

**Report out from Council Committee Meetings:**

* **Job description revisions for pool manager and life guards-**Section on attire was added for lifeguards. Also, to require a lifeguard on the pool deck during breaks. Tanya will price swimsuits.
* **Draft Law Enforcement agreement discussion-** Compared the City’s draft to Law Enforcement’s draft, discussed changes. Possible 3-year contract term. Lots of discussion on monthly reporting vs quarterly reporting. The draft agreement will be with all three parties. More discussion at next meeting. Once changes are all made, there will be an open public meeting on the finalization of the agreement. Toombs would like to know where the fine money is going. Would like to see 50% go to the Sheriff’s Office and 50% to the Justice Court. 44 Code says we can’t do that per Lesnik.

**Director Sibley**-COP Construction is hoping to start temporary water mid-May for phase 6 of the water project.

Water Authority accepted bids to Harlow for phase 1 of the regional water. There will be 3 different projects with three different contractors working at the same time.

**Claims were read as follows:**

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City Payroll $42,562.20 Local Government Center $415.00

Per Diem $350.00 Mastercard $256.80

360 Office $86.16 MidRivers $460.63

At & T $30.09 Morrison-Maierle $93.75

Big Sky Linen $279.05 Northwestern Energy $13,141.90

Brent Brooks $900.00 O’Reilly Auto Parts $926.04

Building Codes $31.00 Picchioni’s IGA $46.00

Car Quest $201.60 Post Master $265.00

DPC Industries $40.00 Roundup Hardware $818.26

Energy Labs $455.40 USA Blue Book $58.25

Great West Eng. $6,242.70 Van Dykes $10.39

**No Public Comment**

*Moved by Toombs, seconded by Vivirito to approve Claims for the preceding month and draw warrants on the treasury for the same. All in favor. Motion carried*.

**No Public Comment**

*Moved by Carlson, seconded by Toombs to adjourn the meeting. Motion carried.*

*The meeting adjourned at 8:33 p.m.*

APPROVED BY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sandra Jones- Mayor Tanya Lanter- Clerk Treasurer

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Cassandra Mann-Assistant Clerk