MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF ROUNDUP HELD ON MARCH 19, 2024 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS AND ZOOM.

The meeting was called to order by Mayor Jones. Clerk/ Treasurer Lanter conducted roll call with council members, Long, Adams, Erickson, Carlson, and Toombs present. Also, present were, Attorney Brooks, Assistant Clerk Mann, and Compliance Officer Hoiland. Vivirito and Fisher arrived at 7:19pm. McCleary and Director Sibley were absent.

*MOVED BY CARLSON SECONDED BY ERICKSON TO APPROVE THE MINUTES OF THE MARCH 5, 2024 MEETING. ALL IN FAVOR. MOTION CARRIED.*

*MOVED BY TOOMBS SECONDED BY CARLSON TO APPROVE THE AGENDA, ADDING LIBRARY BOARD. ALL IN FAVOR. MOTION CARRIED.*

*No Public Comment.*

***New Business:*** *Open Public Hearing at 6:59pm for discussion and comments on HB355 SLIPA grant funds infrastructure partnership act. The project request is to replace the pool and shop boiler and to replace the lights around the stage that do not work. The budget is $173,346 with matching funds in the amount of $43,336.50 No Public Comments.* *Close Public Hearing at 7:00pm.*

**Mayor Jones:**

* **Meeting in Harlowton-** went well, received some great info from Tina Hoeger, Code Enforcement Officer from Billings. Municipal Infraction is how they solve issues, instead of misdemeanors. Will have a Law Enforcement Committee meeting to discuss options. Will invite the Sheriff’s Office.
* **CIP (Capital Improvement Plan)-**Lon and I talked with Greg Lukasik, plan is in the works.
* Jeremy Fadness would like to continue working with the city to adopt subdivision ordinance. Can also work with Great West. Council is good with continuing with Jeremy Fadness.

**Attorney Brooks:**

* **On Street Parking Ordinance**-Cleaned up language and re-arranged things a bit.
* **Code Enforcement and Compliance Issues**-Municipal infraction is not a trial or jail time, it’s a civil penalty, similar to a traffic citation and small claims hearing. As for start date, I can insert any date. We will want to have a first and second reading. **Mayor**- Council wanted August as a start date. Any ordinance can go as municipal infraction. I talked to Hanser in Billings. They take campers and trailers. City would have to pay for disposal. $2,500.00 a vehicle. We would have to budget for it. Tina said a seven-day grace period would be hard to enforce. **Toombs-** Does a municipal infraction have to be written in the ordinance? **Attorney Brooks**- Yes, we can make any ordinance a code infraction. Billings is one of the first to do this. Tina is glad to come up here, even by zoom to tell you how it all works. **Long**-Hanser’s $2,500.00 fee includes towing and disposing of it, everything? **Mayor Jones**-Yes, but it has to be done through law enforcement. There is a process. We would have a MOU with him. **Carlson**-They will come take it from where it’s at? There’s a Rotation list, I don’t want my competitor coming in. There needs to be more discussion on this.

**Compliance: Hoiland-** Tina covered things good. She has cooperation from the Billings Police Department. They give people three days to comply. It’s all or nothing. They have vacant building tax in Billings. They have a program through the Sheriff’s Department, using incarcerated people to do cleanup. Tina should come do a presentation. **Brent**- Tina is a wonderful resource. Roundup isn’t Billings, there are things you may not want to do. Pick and choose what you like and leave the rest alone. Change what is most important to you on policy.

Did one permit for a four plex.

**Correspondence: Lanter**- Stage and Park permit applications for Youth Cares.

**Unfinished Business;**

* **Subdivision Regulations-**Will have to be a public Hearing to adopt by Ordinance or Resolution.
* **Central School site plan, amended plat, donation to city: Mayor Jones-**There will be a meeting with Mr. Hafer Friday the 22nd at 10am. Floyd and Cameron will attend.

**Report out from Council Committee Meetings:**

* **Library Board: Toombs**- Met this afternoon. Looking good Financially. Looking at four or five grants for books and equipment. **Mayor Jones**- How’s it going with the Dolly Pardon books? **Toombs**- Not much has changed. If a family has two kids receiving books, they are getting the same book. Parents are bringing them to the library and donating them. A lot of kids that are signed up are aged out. We need more kids signed up. We will have a celebration for Vivian’s 20-years with the library.
* **Water Authority: Mayor Jones-**The Water Authority met last Wednesday. Phase 1, still waiting on meter pits. Phase 2a is about 4 miles from Rothamay tank site, tank construction will start in early May. Phase 2b, the line is in the ground. Phase 2c, most of the pipe has been fused. Phase 4, all the easements except for one, are in place. Well 4 drilling is on schedule.
* **Jeremy Fadness:** **Mayor Jones**- Read email from Jeremy.

**Clerk Lanter-**Mailed Treasurer Report to council.

**Directors Report: Mayor Jones**-The property owners on the North side of 10th Avenue East are installing curb, gutter, and sidewalk. While the contractor is there, we are going to have them install the same on the city side. It will be a cost share for both parties to do together.

**Mr. Carlson**-Do we need to do anything to convey the roadways to the city? **Attorney Brooks**- Typically, no, plats take care of that. City will be responsible for roads. **Mr. Carlson**- I left an invoice with the mayor for survey work. **Mayor Jones**- Jeremy will send an invoice for his work, cost will be covered by Mr. Carlson. On August 15th and September 5th of last year, in the minutes, the council approved shared cost on survey work done. **Lanter**-We will pay the $3,500.00 to Carlson then he can pay the invoice from Jeremy.

*MOVED BY TOOMBS, SECONDED BY CARLSON TO APPROVE THE GREEN OIL FIELD NORTH SUBDIVISION PLAT APPLICATION. ALL IN FAVOR. MOTION CARRIED.*

*No Public Comment.*

*MOVED BY TOOMBS, SECONDED BY CARLSON TO APPROVE THE GREEN OIL FIELD SOUTH SUBDIVISION PLAT APPLICATION. ALL IN FAVOR. MOTION CARRIED*

*No Public Comment.*

**Claims were read as follows:**

Electric Service Shop #10881 $14,860.00 Northwestern Energy #10883 $14,048.46

Mastercard #10882 $450.79 Tripp & Associates #10884 $562.50

*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.*

**Public Comment: Bednar-** The Municipal Infraction, is it a remedy for going to collections?

**Attorney Brooks-** Yes, much easier route.

**Fisher**- What was talked about concerning the parking? Mayor did a recapped of what was discussed about the On Street Parking Ordinance for Vivirito and Fisher. Needs more discussion, first reading at next meeting.

*MOVED BY TOOMBS, SECONDED BY ERICKSON TO ADJOURN THE MEETING. MOTION CARRIED.*

*THE MEETING ADJOURNED AT 7:41 P.M.*

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

Sandra Jones- Mayor Tanya Lanter- Clerk Treasurer

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Cassandra Mann-Assistant Clerk