MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF ROUNDUP HELD ON July 2, 2019 AT 7:00 p.m. CITY COUNCIL CHAMBERS.

The meeting was called to order by Mayor Jones. Clerk/Treasurer Lanter conducted roll call with council members, Picchioni, Schladweiler, Perrella, Griffith III, Toombs, and Fisher present. Also, present were Director Sibley and Assistant Clerk Mann. Absent was Liggett, Weitzeil and Attorney Lundvall.

*Moved by Schladweiler seconded by Picchioni to approve the minutes of the June 18, 2019 meeting. All in favor. Motion carried.*

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

**Visitors:**  Justin Russell- Vice President of the Roundup Volunteer Fire Department Relief Association. We manage the money that comes from the City for pensions. An audit that was conducted in 2017 found that financials were in good order, thanks in part to Miss Lanter for helping. The auditor suggested that we draft and employ a Charter Document. Currently there are 28 pensioners who get paid $100.00 quarterly. It has been 10 years since our last increase in pension pay and we may be asking for an increase in our budget. Our next audit will be in 2020 and our intension is to have the Charter Document in place. Councilmember Fisher would like a copy of the audit.

Vera Faye Smothers asked the Council to consider requiring businesses to acquire a Business License for building trade. It’s important because of the stuff that happened after the hail storm last May. City should look into this for the older folks in town. The City should know who the businesses are, and if they are qualified, and if they are in good standings. That would protect those who can’t protect themselves. Mayor Jones said she would look into what other Cities our size implement.

**Mayor Jones:** When attending the Leagues meeting on June 20th, they highly recommend the Utility Warranty Service Line, giving homeowners a protection plan for exterior water and sewer lines. Councilmember Schladweiler posed the question, how many sewer lines have been replaced in the last 10 years? Director Sibley said the City doesn’t get involved with replacing sewer lines. We flush out the sewers twice a year.

Mayor Jones learned of another grant program House Bill 652, designed for communities who are impacted by Natural Resources to help meet infrastructure needs.

Community Development Block Grant (CDBG) was approved in the amount of $450,000.00 to help in the cost of phase 5 for the water project.

Director Sibley and Chad Hansen of Great West Engineering attended the Coal Board meeting in Billings, where the City of Roundup was awarded a $400,000.00 Grant also, to go towards phase 5.

NorthWestern Energy sent a letter to Director Sibley saying they will be doing a 4-year project to retrofit all company owned street lights. Councilmember Schladweiler asked if the lights on Main Street are Highway Department owned. The City of Roundup currently has one lighting district.

Mayor Jones went over the Job description for Compliance Officer Bruce Hoiland. Bruce is not certified to be a Floodplain Administrator, nor does he want to be certified. Bruce doesn’t know how to interrupt the ordinance. Councilmember Fisher said the State of Montana requires us to have a Floodplain Administrator but does not require them to be certified. Councilmember Picchioni said it doesn’t change who sits in the seat, all questionable stuff should be sent to Attorney Lundvall. Councilmember Schladweiler said the permitting process takes 6 months, could we contract this out? Can we afford it? Fisher stated; we have several people in violation right now. Schladweiler suggested Mayor Jones get on list serve to find out what Cities and Towns our size is doing.

Councilmember Toombs was approached by a citizen about goats and sheep in the city. Mayor Jones will have Bruce send a letter of compliance. Toombs also asked what our ordinance says about how many dogs a household can have. Two, per Councilmember Schladweiler.

Councilmember Picchioni asked if a permit was required to use the stage and the cost. Yes, a permit is required and the cost is $50.00 a day, per Clerk/Treasurer Lanter. She will look into ordering a sign to place on or near the stage saying; permit is required to use the stage.

Councilmember Perrella would like the City to look at the wording on fireworks permits.

**Assistant Clerk Mann:** Total amount collected for swim lessons is $955.00.

**Director Sibley**: Phase 5 of the water project will cost 2.8 million.

We have been spraying the whole town including the fair grounds for mosquitos. We have gone through 20 gallons.

Next week we will start paving.

**Unfinished Business:** Ordinance creating TIF Board- Councilmember Schladweiler said Attorney Lundvall needs to get back to us.

**Council Discussion/Future Agenda Items:** Adam Toombs hook up system- Councilmember Toombs would like the City Public Works Department to run the wiring and mount cameras. Director Sibley will have them do it during winter months.

**Public Comment**: Vera Faye Smothers said the Council is doing a great job at making the City better.

**Council Action Item:** No Public Comment. *Moved by Picchioni, seconded by Perrella to approve Resolution #1110: Submit TSEP Planning Grant Application. All in favor. Motion carried.*

*Moved by Griffith III, seconded by Toombs to approve Extending Engineer contract with Great West via Attorney Lundvall’s opinion. All in favor. Motion carried,*

No Public Comment

**Claims were read as follows:**

City Payroll $59,890.52 Matt Layboult $500.00

Per Diem $300.00 Mastercard $1,238.71

American Welding & Gas $32.25 McCleary Distributing $3,181.24

AT & T $29.53 Leisure In MT $585.00

Big Sky Linen Supply $373.59 Midland Implement $310.90

A & A Implement $350.25 Motor Power Equip $167.00

Collaborative Design $5,000.00 Mid-Rivers $489.12

First Security Bank $76.31 Roundup Record Tribune $369.60

Florin’s Service $317.50 Picchioni’s IGA $44.19

Gebhardt Post Plant $76.43 Northwest Pipe Fitting $1,678.66

Andrea Goffena $425.00 Northwestern Energy $12,673.64

Don’s Welding $1,060.00 O’Reilly Auto Part $728.52

DPC Industrial $1,028.48 Ron Carson $188.91

Kirk Electric $85.00 Safeguard Business $779.60

Electric Service Shop $19.69 Roundup Hardware $205.86

Energy Labs $150.00 Silvertip Propane $734.84

Lundvall, Lance $550.00 Normont Equipment Company $2,82.95

Great West Engineering $17,609.75 Van Dykes $138.66 Utility Underground Location $40.04 Titan Machinery $249.86

Max Pflughoft $1,240.00 Strom & Associates $2,040.00

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

No Public Comments

*Moved by Griffith III seconded by Toombs to adjourn the meeting. Motion carried.*

*The meeting adjourned at 7:55 p.m.*

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

Sandra Jones- Mayor Tanya Lanter- Clerk Treasurer

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Cassandra Mann-Assistant Clerk