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City of Choteau

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OFFICIAL MINUTES OF THE AUGUST 5, 2014 MEETING

OF THE CITY COUNCIL

Present were Mayor Jack Conatser, Council Member Stewart Merja, Council Member Jill Owen, Council Member Dan Lannen and Council Member Rose Crawford.

Staff present was Finance Officer Jodi Rogers and Public Works Director Kelly Hirsch.

Citizens present were Kevin Johnson of DOWL HKM, Cameron Newmiller and Rich Lusky.

CALL TO ORDER

Mayor Conatser called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion to approve the minutes of the July 15, 2014 meeting was made by Council Member Crawford, seconded by Council Member Owen. The motion passed with all in attendance voting aye.

REQUESTS TO BE OUT OF STATE

Council Member Crawford requested to be out of state August 10-14, 2014. A motion to approve the request was made by Council Member Lannen, seconded by Council Member Merja. The motion passed with all in attendance voting aye.

UNFINISHED BUSINESS

UPDATE ON SEWER TREATMENT PLANT

Mayor Conatser turned the meeting over to Mr. Johnson of DOWL HKM. Mr. Johnson gave a power point presentation showing the basic design and timeline of the wastewater treatment plant.

NEW BUSINESS

COUNCIL AUTHORIZATION TO ADVERTISE FOR TREATMENT PLANT EQUIPMENT PROPOSALS

A motion to authorize DOWL HKM to advertise for treatment plant equipment was made by Council Member Lannen, seconded by Council Member Merja. The motion passed with all in attendance voting aye.

A motion to amend the previous motion to read to authorize DOWL HKM to advertise for treatment plant equipment, contingent upon approval from Rural Development, was made by Council Member Merja, seconded by Council Member Crawford. The motion passed with all in attendance voting aye.

APPROVAL OF PRELIMINARY BUDGET

Finance Officer Rogers stated that Council Member Owen asked a good question of her earlier. She asked why it looks like we budget to the deficit. Finance Officer Rogers replied that we have cash carry over each year and we can only have a budget reserve of 50 percent. We currently hold approximately 47 percent. She reported that utilities will be going up about five percent according to NW Energy. We got our preliminary numbers from the county. She recommends increasing the front footage for street lighting from .40 cents to .45 cents and street maintenance from .45 cents to .50 cents. Council Member Crawford asked it were possible to set money ahead in case we need to do some major road work. She replied that the money comes from front footage or the general fund. She went through a general overview of the budget. She stated that we should be receiving a check from Headwaters in the amount of \$7,252.26.

Mayor Conatser asked if everyone has looked at the preliminary budget. A motion to approve the preliminary budget was made by Council Member Merja, seconded by Council Member Owen. The motion passed with all in attendance voting aye.

CLAIMS

A motion to approve the claims for July was made by Council Member Owen, seconded by Council Member Crawford. The motion passed with all in attendance voting aye.

PUBLIC WORKS DIRECTOR’S REPORT

Public Works Director Hirsch reported that they repaired a water main break in the Country Club Addition. He stated that the water tanks need to be cleaned every five years so he has put in an order to have that done. He has also ordered leak detection to be done. The crew patched and graded streets, put out new manhole lids and painted stripes at the Post Office. He reported that the recycling has been moved to the shop. It will be open Tuesday and Thursday from 7:30-4:00 and Saturday from 9:00 to 3:00. He reported that he and Mayor Conatser will be picking up the trees we purchased with grant monies coming from NW Energy. He reported that he was contacted by the engineer for the sidewalk project. They hope to start in October, if not, it will be next year.

FINANCE OFFICER’S REPORT

None

MAYOR AND COUNCIL REPORTS

Mayor Conatser reported that he received a call from a gentleman about the water main break on the hill. He stated that the crew did an excellent job of getting it fixed in a timely manner.

ZONING PERMIT REPORT FOR JULY 2014

Name	Address	Description
None		

PUBLIC COMMENT

None

ADJOURNMENT

A motion to adjourn the meeting at 8:54 p.m. was made by Council Member Lannen, seconded by Council Member Owen. The motion passed with all in attendance voting aye.

John W. Conatser, Mayor

Jodi L. Rogers, Finance Officer