

# **CITY OF CHOTEAU**

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## **OFFICIAL MINUTES OF THE NOVEMBER 21, 2017 MEETING OF THE CITY COUNCIL**

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

Staff present was Public Works Director Mike Maples and Finance Officer Jodi Rogers.

Citizens present were Melody Martinsen of the Choteau Acantha; Tony Lesofski of the Teton County Sheriff's Office 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 November 7, 2017 meeting was made by Council Member Lannen, seconded by Council Member Crawford. The motion passed with all in attendance voting aye.

### **REQUESTS TO BE OUT OF STATE**

None

### **UNFINISHED BUSINESS**

### **VOTE ON RESOLUTION NO. 824 - AUTHORIZING PARTICIPATION IN THE INTERCAP LOAN PROGRAM, THE TERMS OF THE LOAN AGREEMENT AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENT**

Mayor Conatser stated that the loan would be for the purchase of the Asphalt Zipper. Finance Officer Rogers stated the resolution also gives permission for the mayor to sign the loan documents.

A motion to approve Resolution No. 824 as stated was made by Council Member Lannen, seconded by Council Member Merja. The motion passed with all in attendance voting aye.

## NEW BUSINESS

### VOTE ON SOLAR PROJECT FOR THE LIBRARY BUILDING WITH GRANT/CAPITAL IMPROVEMENT FUNDS

Mayor Conatser explained that the library solar project will possibly be awarded \$73,913 in grant money and we can use \$8212 in capital improvement money.

A motion to approve the solar project for the library building with grant and capital improvement funds was made by Council Member Merja, seconded by Council Member Lannen.

Council Member Owen asked about the history of the project. Mayor Conatser replied that Lee Barhaugh approached him last spring with the idea for the project. He introduced him to a gentleman from Thirsty Lake Solar Energy. They looked at the building, he put together a package and requested a letter of support and commitment to the 10 percent match of approximately \$8212. We will not know if we get the grant until May. They figure the savings in electricity costs would be about \$3550 per year. Council Member Owen asked how the panels would be oriented. Mayor Conatser replied that they would be at an angle facing south. There will be a 10-year warranty.

The motion passed with all in attendance voting aye.

### VOTE ON TRANSPORTATION ALTERNATIVES PROGRAM SIDEWALK FUNDING AGREEMENT

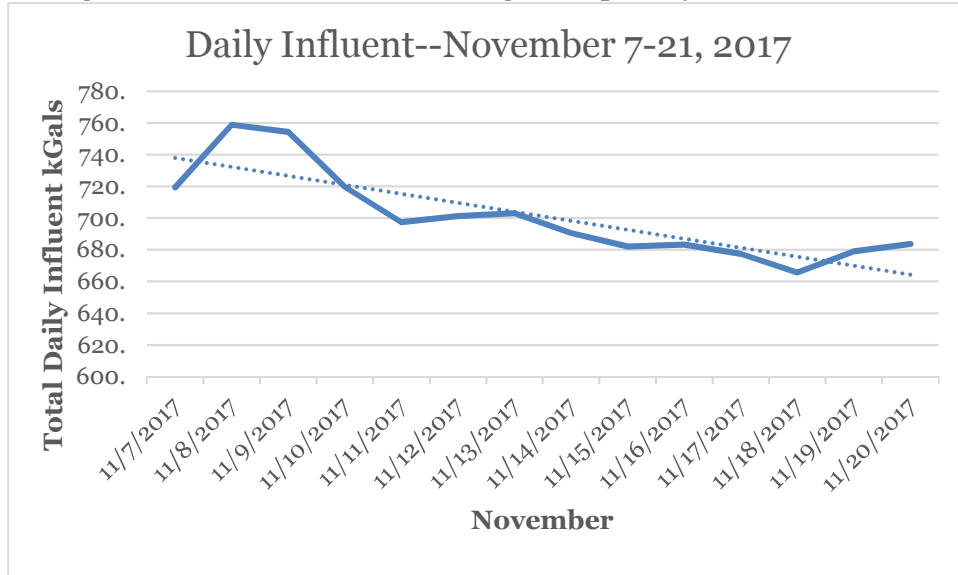
Finance Officer Rogers explained that this project started in the works a year ago. We are currently working with Great West Engineering. They put the project together and wrote the grant but because it is federal funding, we may be working with another engineering firm. They will be the ones to submit the project. It will be spring or so before the project would be started and we will need to come up with \$5502 before the end of the fiscal year. The funds have been budgeted for.

A motion to approve the sidewalk funding agreement was made by Council Member Owen, seconded by Council Member Merja. The motion passed with all in attendance voting aye.

## PUBLIC WORKS DIRECTOR'S REPORT

Progress Report to City Council - November 21, 2017

1. Update on waste water treatment plant:
  - a. Influent leveled off and has been slightly decreasing. Expect our average flow through winter to be around 700,000 gallons per day.



- b. Ditch biology appears to remain stable. We have been getting excellent returns on our samples:

<u>Date</u>	<u>BOD</u>	<u>TSS</u>	<u>E. coli</u>	<u>Nitrogen, as Ammonia</u>
11/6/2017	2	ND	13	ND
11/13/2017	ND	ND	26	Not required to sample

ND = Non Detect - meaning the lab could detect no presence of the substance.

- c. After consulting with the DEQ and others, we have a solid lead on the cause of the occasional sample with high BOD. We have to plug a pipe that was part of the previous lagoon system. Hopefully we will get the pipe plugged next week.
        - d. Westech was able to fix one of the two remaining problems with the programming. We are down to one item on the punch list. They are working on it this week.
        - e. We have a failed circuit board on a UV monitor. A new one is on order.
2. In regards to streets:
  - a. The Asphalt Zipper representative notified me they just got a newer AZ500 on trade in and we could get it for the same price. It is at the factory being refurbished. The loan is scheduled to close around December 09, 2017. They will deliver the machine as soon as it is done. Warranty on the machine will not start until we receive training in the spring.
3. Leaf pickup resumed after the snow melted off. We will continue as weather permits.
4. We had a pretty good wind Monday (11/19/2017) early a.m. which resulted in a lot of debris on the streets. City crew members have been busy collecting branches.
5. We had an inspection by the Corp of Engineers regarding a possible violation when we cleaned the ditch around the lagoon. It appears we did everything ok except where we left the material removed from the ditch in certain areas. According to the Corp, we have to move the material stacked along the ditch in all wetland areas. I am working on a plan to do so, for their approval. We will utilize the material in the lagoon reclamation.
6. GIS: The sidewalk layer for an "ideal Choteau" with sidewalks everywhere they theoretically should be is complete. It is segmented out by property owner. Next, I have

to complete a layer that maps all current sidewalks and their condition. The GIS grant is currently on hold, as the funding agency is trying to require us to purchase an additional \$5,500 worth of software. I am trying to get them to change their mind. If they don't, we won't get the grant. Lacking grant money will not affect our ability to move forward with GIS. It will just make our progress a little slower.

7. We have had the normal mix of everyday tasks like recycling, water shut offs, water meter repairs, water sampling, waste water sampling, garbage collection, line location requests and mechanical repairs.

#### FINANCE OFFICER'S REPORT

Finance Officer Rogers reported that the annual report is done. The management discussion and analysis is also done. She will email copies to the council. She asked permission to pay the claim for \$1300 that goes with the report and it was granted. It will be in the next claim run.

Finance Officer Rogers stated that the Chamber After Hours have been very interesting. There is going to be one each month. The first two were held at Buck's Sporting Goods and the Choteau Acantha. Frontline Ag's will be held on December 4, 2017.

#### MAYOR AND COUNCIL REPORTS

Council Member Crawford hopes that there will be a good turnout for the Thanksgiving Dinner sponsored by the Choteau Lions Club and the Choteau Soroptimists.

Council Member Owen reminded everyone that the Christmas Stroll will be the 2<sup>nd</sup> of December. There will also be a light parade.

#### PUBLIC COMMENT

None

#### ADJOURNMENT

A motion to adjourn the meeting at 7:27 p.m. was made by Council Member Lannen, seconded by Council Member Owen. The motion passed with all in attendance voting aye.

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John W. Conatser, Mayor

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Jodi L. Rogers, Finance Officer