

January 7, 2019

The Culbertson Town Council met at Townhall in regular session Monday, January 7, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Mark Nelson, Tiffani Trangsrud, and Bob Jasper. Absent: Jaimee Green and Greg Hennessy – Town Attorney. Guests: Ken Forbregd, Ian Walker, Amber Fox, and Gene Marchwick.

W. Bruce Houle made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the December 3, 2018 Regular Meeting Minutes and the December 12, 2018 Workshop Meeting Minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve December Treasurer's Report, GJV's, Payroll JV 181200 and UB JV's, and December Bills. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – No News

Water Plant – Lease/Sale – No News

Splash Pad and Bath House – No News

Legion Park Access - No News

Future Fish Pond - No News

Speed Sign - No News

Water Tank - Pittsburg Tanks will be in Culbertson around January 21, 2019 to begin demolition and reconstruction of the water tank. Bob Jasper has spoken with Dry Prairie to get the town switched over to the small tank. Once the Town is moved over to the small tank Bob will take a water sample to Williston to be tested before the water is distributed.

TV Tower – No News

W. Bruce Houle made a motion to accept the two bids the town received on the surplus items attached to Resolution 469. Jason Bergstrom had a bid of \$150 for the Model 1700-A Serial #565774-F Old Airport Truck. G&P Auto had a bid of \$510 for the 2001 Dodge ½ Ton VIN JB7HF13YXIJ561049. The Town will keep the property that was not bid on. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

There were no sketch plans to be reviewed at this time.

Dave Solem made a motion to have second reading of Resolution 471 at the Regular Meeting in February. The intent of this Resolution is to schedule regular council meetings on the second Monday of the month and to move the time to 5:30 p.m. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to send a letter our Legislature Representative. The letter is to express potential concerns that would affect the Town if funds from HB 124 were no longer available to be distributed to local governments. Mark Nelson seconded the motion. Town Clerk, Tiffani Trangsrud is to update council on changes that could potentially happen. No objections. MOTION CARRIED.

Mayor Crowder is currently researching for the new fire hall project. He reached out to SDI Architects and Design to estimate a cost for preliminary drawings. The estimate he received is \$10,000-\$12,000, respectively.

Council suggested we do not hire an architect until a lot is acquired for the building. This item will be placed on the agenda next month.

Council is scheduled to meet Monday January 14, 2019 at 5:00 p.m. to discuss unpaid debt service accounts.

W. Bruce Houle made a motion to adopt Resolution 470. This resolution was designed to increase sketch plan application fees to the applicant and reduce the cost to the Town. The applicant will now be responsible for all fees charged by WWC to review the plan. Applicants will pay an initial fee to the Town Clerk and if it takes WWC more than one hour to review the plan the Town Clerk will bill the applicant the remainder of the amount due to WWC Engineering. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

A regular meeting is scheduled for Monday February 4, 2019 at 6:00 p.m. at Townhall.

Meeting adjourned at 6:35 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

January 7, 2019

The Culbertson Fire Hall Committee met at Townhall in workshop session Monday, January 7, 2019, with the following present: Larry Crowder, W. Bruce Houle, Mark Nelson, Tiffani Trangsrud, and Bob Jasper. Guests: Mike Machart, Gene Marchwick, and Alan Aspenleider.

The committee met to discuss the proposed future fire hall in Culbertson. The firemen would like to have parking available at their new location. Their current fire hall does not meet safety code- there is not enough room between trucks to be in compliance.

It was decided that the location of the new fire hall needs to be acquired before an architect is hired to draft preliminary drawings. The committee is requesting that all available lots in Culbertson be reviewed as options. The firemen would like the location to remain on Broadway as it would add to our main street and it is the center of Town.

The cost is estimated to be between \$70-\$100 per square foot. Different funding options need to be looked at for the project. The committee would like to see what grants are available through Rural Development. Other potential options would be a loan, issuing bonds, or developing a fire district.

Mayor Crowder is going to speak to Laura Christofferson to get the specifics on what would be required to develop a district.

The committee plans to meet again within the next month.

Meeting adjourned at 5:53 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

January 14, 2019

The Culbertson Town Council met at Townhall in workshop session Monday, January 14, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Mark Nelson, Jaimee Green, Tiffani Trangsrud, and Bob Jasper. Guests: Ken Forbregd, Amber Fox, Abe Rumsey, Gordon Oelkers, and Paul Finnicum.

Mayor Crowder called the meeting to order at 5:00 p.m. Visitors were recognized at this time.

W. Bruce Houle presented several options for council to consider regarding past due accounts. Some other ideas for council to consider are establishing if availability in itself has value, comparison to other utility services, allowing usage to be an option, and following up with other towns to see what they do with outstanding accounts.

Previously, the Town Council would allow accounts to accrue charges that were in debt service. If the accounts were to become active again they would either pay the accrued charges or the new hook up fee for water and sewer. The property owner would pay the lesser of the two rates. This would allow the Town to recoup the debt service fees that had not been collected on.

Dry Prairie bills the Town on EDU's, the calculation is adjusted annually for the total number of equivalent dwelling units. The Town also bills on EDU's as that is how the rates are calculated.

If utility rates and additional fees are updated the Town will need to advertise and hold Public Hearings before a new ordinance can be approved and adopted.

Meeting adjourned at 5:57 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

February 4, 2019

The Culbertson Town Council met at Townhall in regular session Monday, February 4, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, and Tiffani Trangsrud. Absent: Mark Nelson, Bob Jasper and Greg Hennessy – Town Attorney. Guests: Ken Forbregd, Amber Fox, Aaron Snyder, and Jeremy Fadness- WWC Engineering via Skype.

Jaimee Green made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the January 7, 2019 Regular Meeting Minutes, January 7, 2019 Firehall Committee Minutes, and the January 14, 2019 Workshop Meeting Minutes. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve January Treasurer's Report, GJV's, Payroll JV 190100 and UB JV's, and January Bills. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – Several states involved will be going to Washington to request funds together for the project.

Water Plant – Lease/Sale – No News

Splash Pad and Bath House – No News

Legion Park Access - No News

Speed Sign - No News

Water Tank - Pittsburg Tanks has started the demolition of the tank. Due to weather conditions, they are not able to start reconstruction at this time.

TV Tower – The new TV antenna was delivered to the town on 1/23/19 and cost \$6,790.28. Tiffani Trangsrud will be making contact with Gordon Oelkers to see if Sheridan Electric and Sheridan County are still willing to help with some of the expenses.

Dave Solem made a motion to approve the Quit Claim Deed between Bernie W. Finnicum & Christina Finnicum and the Town of Culbertson for the land that the future fish pond will be located. The sole purpose of this land is to establish a park, fishing pond, and recreational area. If the property is not used for the sole purposes described above it will revert back to the Grantors. Jaimee Green seconded the motion. W. Bruce Houle objected with concerns regarding the liability being the Town's responsibility, an increase in mosquitoes, and future expenses that the Town may have to bear. MOTION CARRIED.

There were no sketch plans to be reviewed at this time.

W. Bruce Houle made a motion to allow Jeremy Fadness of WWC Engineering to begin looking at funding options to replace utilities that run under 6<sup>th</sup> Ave. With the Highway 2 Project that is expected to go through Culbertson it would be in the Town's best interest to replace the utilities while the state is reconstructing the road. If the Town were to wait until a later date, the road repair would be at the Town's expense. Dave Solem seconded the motion. MOTION CARRIED.

W. Bruce Houle made a motion to approve Resolution 471. Regular Council Meetings will be now be held the 2<sup>nd</sup> Monday of the Month at 5:30 p.m. Jaimee Green seconded the motion. To be placed on the agenda for Regular Meetings requests must be submitted to the Town Clerk-Treasurer the last business day of the month prior to the meeting. No objections. MOTION CARRIED.

Mayor Crowder updated council that the Fire Hall Committee will be putting a sketch together for the next meeting. They are considering developing a Fire District to continue funding the new facility, as they do not want the Town of Culbertson to take on additional expenses. The Committee hopes to have a location in the next 3 to 4 months.

W. Bruce Houle moved to approve the Miller Oil Land Amendment Plat. Pete Olson reviewed the plat and approved it. Jaimee Green seconded the motion. No Objections. MOTION CARRIED.

Kenny Forbregd updated council on his street light research. The existing streetlights were supposed to be used with the prior streetlights. There have been concerns made that Broadway is too dark at night. Kenny is going to provide council with costs associated with upgrading our existing lights in order for them to be more effective.

W. Bruce Houle made a motion to appoint Penny Hendrickson as the Town Judge. Jaimee Green seconded the motion. No Objections. MOTION CARRIED.

Council will be meeting on Monday March 11, 2019 at 5:00 p.m. to discuss unpaid debt service accounts.

A regular meeting is scheduled for Monday March 11, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 7:06 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

March 11, 2019

The Culbertson Town Council met at Townhall in workshop session Monday, March 11, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Jaimee Green and Greg Hennessy – Town Attorney. Guests: Gary Rasmussen, Tessa Rumsey, Gene Marchwick, Paul Finnicum, Amber Fox, and Jeremy Fadness- WWC Engineering via Skype.

W. Bruce Houle made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Discussion took place in regards to what action the Town needs to take for unpaid utility accounts going forward. Council would like a new ordinance written up to attach unpaid balances to property taxes. Each July the Townhall Office would send past due notices to property owners and if balances are not paid by October 1<sup>st</sup> the list would be submitted to the Roosevelt County Tax Accessors. This practice is covered in MCA 7-13-4309.

Montana Rural Water Services will be contacted by clerk, Tiffani Trangsrud, to set up a time to meet and discuss rates, ordinances, and resolutions.

Meeting Adjourned at 5:29 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

March 11, 2019

The Culbertson Town Council met at Townhall in regular session Monday, March 11, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Jaimee Green and Greg Hennessy – Town Attorney. Guests: Gary Rasmussen, Tessa Rumsey, Gene Marchwick, Paul Finnicum, Amber Fox, and Jeremy Fadness- WWC Engineering via Skype.

Mark Nelson made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the February 4, 2019 Regular Meeting Minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve February Treasurer's Report, GJV's, Payroll JV 190200 and UB JV's, and February Bills. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – Several states involved will be going to Washington to request funds together for the project.

Water Plant – Lease/Sale – No News

Splash Pad and Bath House – No News

Legion Park Access - No News

Future Fish Pond - The Deed between the Town and Finnicum family has been filed at the county.

Speed Sign - No News

Water Tank - Pittsburg Tanks has started the demolition of the tank. Due to weather conditions, they are not able to start reconstruction at this time.

W. Bruce Houle made a motion to approve the Roosevelt Villas – 8-plex Residential Remodel sketch plan. The plan was reviewed and approved by Jeremy Fadness of WWC Engineering. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve submitting a letter to MDT in regards to repairing or replacing any monuments are destroyed during the Highway 2 Project. These monuments are used by surveyors. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve Resolution #473. This resolution will commit \$30,000.00 of Town monies to contribute to the extension of the sidewalk to the Culbertson Museum during the Highway 2 Project. The State will fund the rest of the sidewalk extension. The Town will also assume maintenance of the sidewalks and storm drains. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to hire an architect for a preliminary drawing of the new fire hall. The drawing will be used for grant writing purposes as well as for a cost estimate. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve Tiffani Trangsrud to attend the MMCT&FOA Clerk Institute in Bozeman May 5-9<sup>th</sup>. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the AWOS Contract for the airport for the next fiscal year. The cost for year one is \$5,250.00 and year two is \$5,400.00. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve payoff of the General Obligation 2008 Bond. These bonds were issued to pay for the Library Building. Typically, this bond is paid by levying mills each year; however, the Town is paying it off early to alleviate the debt from taxpayers. Funds will be transferred from the General Fund to pay off the G.O. Bond Fund. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve payoff of the Water Loan. This loan was used to pay for the Broadway Ave Project and Itron System. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the Early EB Rate Adjustment Indication for 2019-2020 from MMIA. Health insurance premiums are expected to increase 8-10%. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve Resolution #472 to submit the Community Development Block Grant Application. If received the Town would have to use \$10,000.00 of its funds along with the \$30,000.00 grant funds. The funds would be used to update the Town of Culbertson Growth Policy and Town of Culbertson Improvements Plan. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the Agreement to Sell and Purchase Real Estate – Maude M Schuetze Foundation. The agreement was done along with Roosevelt County to acquire land for the airport. Dave Solem seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for Monday April 8, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:18 p.m.

  
Clerk

  
Mayor

April 8, 2019

The Culbertson Town Council met at Townhall in regular session Monday, April 8, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Bob Jasper and Tiffani Trangsrud. Absent: Mark Nelson and Greg Hennessy – Town Attorney. Guests: Gene Marchwick, Angela Benson, Ken Forbregd, Paul Finnicum and Jeremy Fadness- WWC Engineering via Skype.

W. Bruce Houle made a motion to approve the agenda. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the March 11, 2019 Regular Meeting Minutes, Workshop Meeting Minutes, and Fire Hall Minutes. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to approve March Treasurer's Report, GJV's, Payroll JV 190300 and UB JV's, and March Bills. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – No News for Montana

Water Plant – Lease/Sale – No News

Splash Pad and Bath House – No News

Legion Park Access - No News

Future Fish Pond - Currently working on the Application for the Army National Guard to dig the hole. The deadline for the application is October 1<sup>st</sup>.

Speed Sign - No News

Water Tank - Pittsburg Tanks should be back in the area within the next couple of weeks to complete the water tank repairs.

Council discussed the monuments that needed to be replaced from the Broadway Ave Project. Tiffani Trangsrud spoke to Shane Mintz of MDT and he is aware of this issue and will work on getting it fixed.

Jeremy Fadness spoke to the council regarding the utilities that we are looking to replace during the MDT Highway 2 Project in Town. He provided a cost estimate for informational purposes. The estimate is \$257,400.00. Potential funding options are an SRF or Rural Development loan. Council would like to meet with the MDT as soon as possible to address concerns in the Funding, Construction, & Maintenance Agreement. If the Town assumes responsibility of maintaining the storm drains, we would like to address making these large enough for the water that floods the school complex north of Highway 2. A committee was developed to review this project. The members are W. Bruce Houle, Larry Crowder, and Jeremy Fadness.

There were no sketch plans to be reviewed at this time.

Mayor Crowder gave an update of the future fire hall project. The preliminary cost estimate came back at \$2.5M. This building will likely have an office for the Sheriff's Department and store RMC Ambulance #2. We are still looking into funding options for this project.

W. Bruce Houle made a motion to approve Resolution #474 to amend the budget for this fiscal year 2018-2019. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to approve all pool applications for this pool season. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Jaimee Green made a motion to approve Resolution #475 for HB 473 grant funding. These funds are to be used to crack seal, patch and chip seal on streets on both the east and west side of Broadway Avenue. The Local Government is required to make a 5% match. This will be budgeted for the next fiscal year. The grant is expected to be \$17,476.84. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to keep our water ordinance as is. This allows property owners to let their account accrue debt service charges; however if they ever wish to turn the service back on they will need to bring the account current or pay the new development charges; whichever is less. Jaimee Green seconded the motion. W. Bruce Houle objected. MOTION CARRIED.

Dave Solem made a motion to approve the Special Event application submitted by Roosevelt County Fair for an ice blocking tournament. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

A regular meeting is scheduled for Monday May 13, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:34 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

April 15, 2019

The Culbertson Town Council met at Townhall in workshop session Monday, April 15, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Bob Jasper and Tiffani Trangsrud. Absent: Mark Nelson and Greg Hennessy – Town Attorney. Guests: None.

Council met to discuss future options for a water rate increase. With several breaks occurring each year our water expenses have consistently been increasing. To accommodate these expenses water rates will need to be increased in the near future.

Options include increasing the base rate only, variable rate only, or splitting the difference between the two rates. Another option discussed was to increase only the base rate but to include 3000 gallons in the base rate.

The different rates are allocated by using the Montana Rural Water Rate workbook that calculates the rates on a per EDU basis with the annual expenses.

No decision was made at this time.

Meeting adjourned at 6:14 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

May 13, 2019

The Culbertson Town Council met at Townhall in regular session Monday, May 13, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Greg Hennessy – Town Attorney. Guests: Ken Forbregd, Rick Knick, John Plestina and Jeremy Fadness- WWC Engineering via Skype.

Jaimee Green made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the April 8, 2019 Regular Meeting Minutes, April 8 & 17, 2019 Firehall Committee Minutes and the April 15, 2019 Workshop Meeting Minutes. Jamiee Green will be added to those attended at the regular meeting as she was present. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to approve the April Treasurer's Report, GJV's, Payroll JV 190400, UB JV's, and April Bills. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – No News  
Legion Park Access - No News

Future Fish Pond - Currently working on permits and the topographic survey. Discussion was had over potentially naming the site as Ike's Pond. A hydraulic survey will need to be completed as it is in the flood plain.

Water Tank - Pittsburg Tanks is back working on the project. It should approximately take them three more weeks to complete. They are aware that damage has taken place to the inside of the tank and it will need new paint.

The MDT Highway 2 Project was discussed. Jeremy Fadness updated council on the Funding, Construction & Maintenance Agreement. MDT will update the agreement with the utilities incorporated and send it to the council for approval and a signature by the next meeting. During a meeting in Helena with the Town Engineer and the MDT Engineer it was discussed that the town would have to design the water drainage system to take in the water from the Sports Complex Facility. A meeting will need to be set up with the Town, Culbertson Schools, and WWC to develop a plan and calculate numbers on the cost of this added project.

Mark Nelson gave the council an update on the Fire Hall project. SDI Architect representatives were in town and gave the committee preliminary drawings. They also went around town to look at possible locations. They discussed adding a community hall onto the same building. To do this the fire hall would need to increase by 2000-3000 square feet. The Sheriff's Office would likely be in this building as well. The Town would like someone in the building daily to ensure there are no issues. The cost estimate of this project was \$2.5M.

Dave Solem made a motion to approve the Frackin' Java sketch plan. This permits them to move their coffee kiosk to a new location at 104 6<sup>th</sup> St E. This property is already zoned as commercial so there were no issues. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve all three special event applications that were submitted to council. The Montana Bar Frontier Days Street Dance for June 7<sup>th</sup>, Frontier Days Parade Route for June 8<sup>th</sup>, and the Edmisten/Murray Wedding for July 20<sup>th</sup> at Bruegger Park were all reviewed. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Water rate increases were reviewed. Town Council advised Town Clerk Tiffani Trangsrud to draw up an Intent for Resolution to be reviewed at the next meeting. If approved and passed the town clerk will follow the rate increase process per Montana Code Annotated with advertising a public hearing and having that take place at our regular meeting schedule for July. W. Bruce Houle made a motion to approve an increase to the base rate per EDU's. Mark Nelson seconded. No objections. MOTION CARRIED.

Water line discussion took place. W. Bruce Houle discussed concerns of the water pipes in town. The old lines are very corroded and will need to be replaced at some point. Before we look at replacement the town will need to update their Growth Policy and Capital Improvements Plan. Currently we are still waiting for the Department of Commerce to open up their grant application for funding to update the plans. Jeremy Fadness listed several ways of funding replacement of the lines. The quickest way to do this would be to develop a SID, however if there was enough protest by property owners this would not be an option. The cost for this is roughly \$60 per foot of water installation. At this rate the town would have to do small increments each year to be able to pay for it.

W. Bruce Houle made a motion to look at rates for presumption diseases for the Volunteer Fire Department. The department will need to have all fire fighters on the roster fill out the application in order to get a rate. The fire department will still be covered by worker's compensation like they have in the past if presumption diseases are not added. Mark Nelson seconded the motion. No objections. MOTION PASSED.

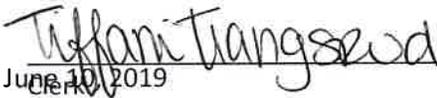
Rick Knick provided a handout to council regarding the timeline of the Culbertson Airport-Schuetze Foundation Land purchase. The purchase should be completed next week and the Town will likely have their reimbursement in the next ten days.

A budget workshop is planned for June 10, 2019 at 4:30 p.m. At this time the council will discuss goals for the next fiscal year as well as any special items that may need to be budgeted for. Council will also discuss wages. Upon council's decision Town Clerk Tiffani Trangsrud will draw up two resolutions to be reviewed and approved at the July meeting. One resolution for the preliminary budget as well as one to set 2019-2020 wages and insurance. After the certified mill values are distributed a final resolution will be drawn up for the budget. The last resolution will likely be advertised for the August or September council meeting.

John Plestina was present to speak to the council about the new newspaper that will be coming out this week. It is called the Culbertson Community News.

A regular meeting is scheduled for June 10, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:45 p.m.

  
Tiffani Trangsrud  
June 10, 2019  
Clerk

  
Larry Crowder  
Mayor

The Culbertson Town Council met at Townhall for a workshop session Monday, June 10, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, Tiffani Trangsrud and Bob Jasper. Guests: None

Council met and determined wages for positions at the Town of Culbertson. A wage schedule was discussed, but nothing finalized.

Wages will be as follows per hour: Public Works Director - \$27.95, Maintenance \$23.09, Contract Water/Wastewater Operator with certificates - \$30.50. Clerk/Treasurer - \$21.50, Part Time Utility Billing Clerk - \$16.00, Judge - \$56.75 (8 hours per month), Library Assistant - \$10.00 (70 hours per month), Pool Manager - \$13.25, Pool Assistant Manager - \$12.50, Lifeguard under 100 hours - \$10.00, Lifeguard over 100 hours - \$10.50. Mayor \$5,000 and Council \$2,500 annually.

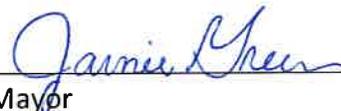
Public Works department requested: Mower for the cemetery and parks. Pickup for Public Works Director. New pumps and paint for the swimming pool. Drip System for the cemetery. Jumping jack packer for maintenance. Insulation and sheet rock for the TV Tower building. 35 dumpsters for garbage. Windssocks for the airport.

Bowker Enterprises LLC was present to propose using their services for garbage. They would continue to run the same route and schedule that the Town of Culbertson is on. The dumpsters could remain property of the Town or they would be willing to take them over. Landfill fees would remain the Town's responsibility. Initially they would charge \$115 per hour for their services. Once they know for sure how long it will take them Culbertson would be proposed a contract with a flat monthly fee.

Clerk's office requested a remodel of the office that consists of desks, lights and an air conditioner.

Meeting adjourned at 5:25 p.m.

  
Tiffani Trangsrud  
Clerk

  
Jaimee Green  
Mayor

June 10, 2019

The Culbertson Town Council met at Townhall in regular session Monday, June 10, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Greg Hennessy – Town Attorney. Guests: Ken Forbregd, John Plestina, Lindsey McNabb, Allen Bowker, Russell Bowker and Jeremy Fadness- WWC Engineering via Skype.

Jaimee Green made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Jaimee Green made a motion to approve the May 13, 2019 Regular Meeting minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the May Treasurer's Report, GJV's, Payroll JV 190500, UB JV's, and May Bills. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – No News

Legion Park Access - No News

Future Fish Pond - The environmental assessment is open for public comment until July 5, 2019. It will cost approximately \$6000 for Dry Prairie to fill the pond. Pete Olson is working on completing the topographic survey. Mark Nelson made a motion to drill a well for the pond in the southwest corner. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Water Tank - Pittsburg Tanks is back working on the project. It should be completed soon. The interior liner is damaged. W. Bruce Houle made a motion to hold off on repairing the interior liner until next year. We will submit a Request for Proposal this fall. MMIA will cover the costs associated with this repair. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to approve the Funding, Construction & Maintenance Agreement for the Highway 2 project with MDT. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

The Fire Department collaborated with the Wild West Diner for a breakfast fundraiser over Frontier Days. They received approximately \$9000.00 in donations. The next step for the department is to look into creating a Fire Tax District.

Dave Solem made a motion to approve the sketch plan submitted by Timothy and Krista Knight for a privacy fence. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Lindsey McNabb from Roosevelt County spoke to council about a location for a new fire siren. She is also asking that someone from the council is a member of the Historic Preservation Committee for the grant project. Council will discuss this at their next meeting.

Dave Solem made a motion for the Town to stop billing the Culbertson Museum for their monthly water and garbage services. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion for the Culbertson Parks to host two "Movies in the Park" this summer. The first one will take place June 20<sup>th</sup> and the second one will be August 8<sup>th</sup> if the weather permits. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Ross Stalcup was at the meeting to present to council his audit findings for year 2017-2018. He expressed to council that he would like to renew his contract with the Town for the next audit. W. Bruce Houle made a motion to accept the 2017-2018 Financial Report and audit findings. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve Resolution for Intent #478 for a Water Rate Increase. Rates would increase \$6.33 per EDU. The Town Clerk will submit a Public Notice Hearing to the local newspaper and a Public Hearing will take place July 8, 2019 to increase water rates. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve Bowker Enterprises to run the Town's garbage route for July. Bowker will charge the Town \$115 per hour for their services. After they run the route for the month they will present to council a contract with the flat monthly fee. They believe it will be around \$6900 per month. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

Council discussed drafting an ordinance to address nuisance vegetation. There are several lots in town where there has not been any yard maintenance this summer. The Town has received several complaints regarding properties with overgrown vegetation.

#### June 10, 2019 Budget Hearing Meeting.

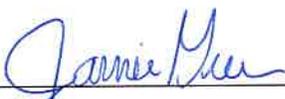
Mayor Crowder reopened the Budget Hearing meeting at 6:36pm June 10, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Greg Hennessy – Town Attorney. Guests: Ken Forbregd, John Plestina, Lindsey McNabb, Allen Bowker, Russell Bowker and Jeremy Fadness- WWC Engineering via Skype.

W. Bruce Houle made a motion to approve a flat 50 cent raise to all full time employees, make proper changes to and approve Resolution 476 – Establishing Personnel Wages for FY 2019-2020. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the preliminary budget to be attached to Resolution 477. Jaimee Green seconded the motion. No Objections. MOTION CARRIED. Actual budget will need to be approved in September's meeting after tax valuation is received and Mills have been set.

Budget Hearing was adjourned at 7:02 pm.

  
Clerk

  
Mayor

June 10, 2019

The Culbertson Town Council met at Townhall for a workshop session Monday, June 10, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, Tiffani Trangsrud and Bob Jasper. Guests: None

Council discussed the Highway 2 Project.

The Sports Complex will likely go with the option of perpendicular parking on the south end. Currently there is no west exit planned.

The next steps in this discussion are to ask for input from the school for the flooding issue. After that the Town would likely have WWC Develop a Final Hydrology Report.

Meeting was adjourned at 7:16 pm.

  
Clerk

  
Mayor

July 8, 2019

The Culbertson Town Council met at Townhall in regular session Monday, July 9, 2019, with the following present: W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, Bob Jasper, Tiffani Trangsrud and Greg Hennessy – Town Attorney. Absent: Larry Crowder. Guests: Gene Marchwick and Jeremy Fadness- WWC Engineering via Skype.

Mark Nelson made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the June 10, 2019 Regular Meeting, Budget Workshop, Highway 2 Workshop, and Budget Hearing minutes. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the June Treasurer's Report, GJV's, Payroll JV 190600, UB JV's, and June Bills. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – The Ports to Plains Annual meeting will be held in Williston, ND on October 15-17, 2019.

Water Plant Sale/Lease – Dry Red plans to meet with the Town this month.

Legion Park Access - No News

Future Fish Pond - A quote was received for the well and solar pump. The well is \$7,500 and the solar pump is \$5,000.

Water Tank - Pittsburg Tanks is finishing up the project so the Town is able to use the large Tank for the remainder of the summer. The Town will fill the tank to 650,000 gallons. Pittsburg Tanks will be back this fall to complete the project. They will also work on a revised quote for the flooring repairs.

MDT Highway 2 Project – No News

Street Lights – No News

Fire Hall – No News

Fire Siren Location – Council would recommend the new siren is placed at the new fire hall location. If that is not an option council would recommend asking the company what their recommendation would be to benefit the Town.

Bowker Enterprises – Bowker is not able to charge the landfill tickets to the Town of Culbertson. The Town would like Bowker to submit the waste tickets to the Town and the Town will pay the Landfill directly for the charges.

Dave Solem made a motion to approve the sketch plan submitted by Tina Finnicum and Joe and Karen Fiedler. Tina Finnicum requested a fence at 314 2<sup>nd</sup> Avenue West. Joe and Karen Fiedler would like a garage addition at 210 3<sup>rd</sup> Avenue West. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the first reading of Ordinance 241. This ordinance addresses nuisance vegetation within town limits. A second reading will be held at the regular council meeting in August. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve a three year contract from Ross Stalcup, CPA to audit the Town of Culbertson. The three year expenses for the audit will be \$16,400, \$16,700, and \$17,100. Dave Solem seconded the motion. No objections. MOTION CARRIED.

A regular meeting is scheduled for Monday August 12, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:06 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

July 8, 2019 Water Rate Increase Hearing Meeting.

Jaimee Green opened the meeting at 6:07 p.m. for public comment. There was no public comment for the hearing.

W. Bruce Houle made a motion to approve Resolution #479 increasing the municipals water rates. Rate will go into effect with August 2019 billing. Rates are to increase from \$21.67 per EDU to \$28.00 per EDU. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Public Hearing was adjourned at 6:10 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

August 12, 2019

The Culbertson Town Council met at Townhall in regular session Monday, August 12, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Mark Nelson, Bob Jasper, Tiffani Trangsrud and Greg Hennessy – Town Attorney. Absent: Jaimee Green. Guests: Allen Bowker, Russell Bowker, Dick Iverson, Bruce Fulker, Mandi May, Jordan Mayer, and Jeremy Fadness- WWC Engineering via Skype.

W. Bruce Houle made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the July 8, 2019 Regular Meeting and July 8, 2019 Water Rate Public Hearing minutes. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the July Treasurer's Report, GJV's, Payroll JV 190700, UB JV's, and July Bills. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – Construction has not begun.

Splash Pad - Women's Club would like to begin Phase I of their two phase project next year. Phase I consists of replacing the bathhouse.

Water Plant Sale/Lease – W. Bruce Houle made a motion to grant a Letter of Support to Dry Red regarding the use of Culbertson's Water Plant. Mark Nelson seconded the motion. No objections. MOTION CARRIED. The next step is the Memorandum of Understanding. If funding is available construction would begin 2021 or 2022 with water use beginning Fall 2022.

Legion Park Access - No News

Future Fish Pond - WWC will work on a floodplain permit along with Tiffani Trangsrud. Montana Fish, Wildlife & Parks has developed a Proposed Site Development of the Culbertson Community Fishing Pond.

Water Tank - Council reviewed the change order from Pittsburg Tanks to repair the floor on the water tank. Jeremy Fadness is working with MMIA to determine how much insurance will reimburse the Town for the repairs. Once MMIA has that decided the Town Council will hold a special meeting to accept the change order or to put the remainder of the project out for a Request for Proposal.

MDT Highway 2 Project – No News. The next step in this project is for Culbertson Schools to determine which layout they want for parking at the sports complex.

Street Lights – No News

Fire Hall – The Fire Department is looking at establishing a Fire Tax District as well as looking at sites and spaces available for the new fire hall.

Bowker Enterprises – Bowker presented to council a Solid Waste Disposal Contract. Bowker would charge the Town \$7,200.00 per month, the town would be responsible for replacing garbage cans as needed as well as the landfill disposal fees. Bowker records their routes and would remain running the garbage routes on Tuesdays and Fridays. In good weather conditions it would take them 5.7 hours and bad weather conditions would be 7.2-8 hours. W. Bruce Houle made a motion to approve a five year contract with Bowker. Dave Solem seconded the motion. Mark Nelson would like to table the motion until next month. MOTION FAILED. W. Bruce Houle made a motion to table Bowker Enterprises Solid Waste Disposal Contract until next month. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the sketch plan submitted by Richard and Amy Smith. He will be placing a manufactured home and building a shop at Wheatland Hills PUD – 1011 Juniper Street (Lots 8 & 9). Mark Nelson seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to move the following Regular Council Meetings that fall on holidays. The October meeting will take place on Tuesday October 15<sup>th</sup> at 5:30 p.m. and the November meeting will take place on Tuesday November 12<sup>th</sup> at 5:30 p.m. All other Regular Meetings will take the second Monday of the month at 5:30 p.m. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to allow Cougar Land Services – 3D Seismic Project. The projects will last 7 days and receivers will be laid down throughout the area. Cougar Land Services will submit a contract for the Town Attorney to review. They will pay \$10 per acre. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

Council discussed trees in town. Mark Nelson spoke to Jeff Chilson and he believes the last three years have caused winter kill and drought among several trees around town.

Dave Solem made a motion to approve Nuisance Vegetation – Ordinance #241. This ordinance addresses nuisance vegetation within town limits. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

A regular meeting is scheduled for Monday September 9, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:37 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

August 12, 2019 Budget Hearing Continued

Mayor Larry Crowder called the hearing to order at 6:39 p.m.

W. Bruce Houle made a motion to approve Resolution #480 – Establishing a mill levy upon the real property for the General Fund of 160.34. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Meeting adjourned at 6:46 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

September 9, 2019

The Culbertson Town Council met at Townhall in regular session Monday, September 9, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Bob Jasper, and Tiffani Trangsrud. Absent: Mark Nelson and Greg Hennessy – Town Attorney. Guests: Allen Bowker, Russell Bowker, Chris Petersen, Kristen Petersen, Theresa McDonald, Amber Fox, Bill Vander Wheele, and Jeremy Fadness- WWC Engineering via Skype.

Dave Solem made a motion to approve the agenda. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the August 12, 2019 Regular Meeting and August 12, 2019 Budget Hearing minutes. Dave Solem seconded the motion. No objections. MOTION CARRIED.

W. Bruce Houle made a motion to approve the August Treasurer's Report, GJV's, Payroll JV 190800, UB JV's, and August Bills. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – A meeting will be held October 15<sup>th</sup>-17<sup>th</sup> in Williston, ND. They are hoping to work on securing additional funding. W. Bruce Houle plans on attending this meeting.

Splash Pad - Women's Club will be holding a Walkathon September 27, 2019 at 2:00 p.m. as a fundraiser for the project.

Water Plant Sale/Lease – No News

Legion Park Access - No News

Future Fish Pond - WWC is under contract with the Lion's Club to work on a floodplain permit along with Tiffani Trangsrud. Montana Fish, Wildlife & Parks has developed a Proposed Site Development of the Culbertson Community Fishing Pond.

Water Tank - Council reviewed the change order from Pittsburg Tanks to repair the floor on the water tank. Jeremy Fadness is working with MMIA to determine how much insurance will reimburse the Town for the repairs. Once MMIA has that decided the Town Council will hold a special meeting to accept the change order or to put the remainder of the project out for a Request for Proposal. MMIA will not cover the cathodic protection that was completed this summer at this time, as it was determined to be due to reaching the end of its useful life. Bob Jasper will be in contact with MMIA and WBI regarding this determination.

MDT Highway 2 Project – The next step in this project is for Culbertson Schools to determine which layout they want for parking at the sports complex. Jeremy Fadness suggested applying for a SRF loan for the Town's expense for replacing the water mains. This was the source of funding used for the Broadway Avenue project that was complete a few years ago. Half of the loan balance was forgiven.

Street Lights – No News

Fire Hall – The Fire Department is looking at establishing a Fire Tax District as well as looking at sites and spaces available for the new fire hall.

Solid Waste – Council discussed contracting out the Town's garbage pickup to Bowker Enterprises or keeping it with the Town directly. Bob Jasper let the council know that a shop and new truck are not mandatory for the Town to continue to provide this service. Jaimee Green would like to outsource garbage services as it is an expensive asset to replace. W. Bruce Houle made a motion to accept a 5 Year Solid Waste Disposal Contract with Bowker Enterprises effective immediately. The services will cost \$7,200.00 per month. The Town will be responsible for the landfill charges as well as replacing dumpsters as needed. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Cougar Land Services – 3D Seismic Project – Dave Solem made a motion to approve the contract provided by Cougar Land Services. Greg Hennessy reviewed the contract and there are no issues with it. They agreed to pay the Town \$101.30 for property use. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

Sketch/Site Plans – Dave Solem made a motion to approve the sketch plan submitted by Aaron Snyder to replace a trailer and add two new decks. Jaimee Green seconded the motion. No objections. MOTION CARRIED. W. Bruce Houle made a motion to approve the site plan submitted by Anchor Ingredients to place additional grain bins on their property. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Air Diffusion – Wastewater Warranty Repairs – Air Diffusion will be in Culbertson September 15<sup>th</sup>-19<sup>th</sup> to complete warranty work on our lagoons. The recall was required for all aeration disk modules to meet dissolved oxygen and mixing requirements in all lagoons. There will be no expense for the Town.

Girl Scouts – The Culbertson Girl Scout Troop 2027 was present to present small outdoor library they built for one of their projects. The intent is for people to take a book and leave a book. They originally wanted to place it at Bruegger Park, however council suggested they place it near Townhall. Jaimee Green made a motion to allow the girl scouts to place their little free library in front of Townhall. Dave Solem seconded the motion. No objections. MOTION CARRIED.

A regular meeting is scheduled for Tuesday, October 15, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:13 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

October 15, 2019

The Culbertson Town Council met at Townhall in regular session Monday, October 15, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Jaimee Green, Mark Nelson, and Tiffani Trangsrud. Absent: Bob Jasper and Greg Hennessy – Town Attorney. Guests: Dale George and Jeremy Fadness- WWC Engineering via Skype.

Jaimee Green made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Dave Solem made a motion to approve the September 9, 2019 Regular Meeting minutes. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Mark Nelson made a motion to approve the September Treasurer’s Report, GJV’s, Payroll JV 190900, UB JV’s, and September Bills. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – The Ports to Plains meeting is taking place on October 15<sup>th</sup>-17<sup>th</sup> in Williston, ND. They are hoping to work on securing additional funding. W. Bruce Houle plans on attending this meeting.

Splash Pad - Women’s Club recently met with engineers to discuss preliminary figures. They are hoping to secure a grant for additional funding. W. Bruce Houle addressed that the Town may need to look into upgrading the pool at some point in the future and securing funds for that.

Water Plant Sale/Lease – No News

Legion Park Access - No News

Future Fish Pond - WWC is under contract with the Lion’s Club to work on a floodplain permit along with Tiffani Trangsrud. Lion’s Club has submitted their application to the Nation Guard for digging the pond.

Water Tank - Council reviewed a proposal from Carr Coatings, LLC out of Belle Fourche, SD for the flooring repairs on the water tank. To remove the existing liner and to seal the flooring and seams their quote is \$50,850.00. Council is also requesting a quote to seal the whole wall of the tank as well. W. Bruce Houle made a motion to send the quote to MMIA for consideration. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

MDT Highway 2 Project – Jeremy spoke with SRF regarding funding. They will be getting back to him later this month. The Town is waiting for the school to decide which layout they would like for the sports complex before the town can make decisions for the storm drains. MDT hosted an open house in September at Townhall. Property owners have expressed concerns of business access with the new highway layout. There are also concerns regarding crossing Highway 16 and Highway 2 for students walking to school.

Street Lights – No News

Fire Hall – No News

Sketch/Site Plans – None

Roll-off Dumpsters – Town council discussed purchasing roll-off dumpsters for the gravel yard. A 30-yard steel container would cost approximately \$5,900. W. Bruce Houle made a motion to purchase two roll-offs. Motion died for a lack of a second. Town council may revisit this in the future.

Sidney Red-E-Mix – Dale George of Sidney Red-E-Mix was present to discuss to council the idea of having a well on their property, as the Town's water is too warm in the summer months for mixing cement. W. Bruce Houle suggested that if they were to go through with this the Town would place a meter at their well and still charge them for water usage, as the Town owns the water rights within town limits. The location is also in the floodplain so there would need to be a floodplain application submitted to the Town for the DNRC's approval. Town Council has requested Sidney Red-E-Mix present the town with a formal letter and full site plan of what they would like to do. The Town will pass it along to the Town Attorney as well as Town Engineer to determine what steps would need to take place for this request.

Non-Agenda Items – W. Bruce Houle made a request to place monuments/markers and street speed signs on future agendas. Council also noted that there is an issue with cars being parked for excess periods of time on streets around town, as well as the stop signs by the school being run frequently.

A regular meeting is scheduled for Tuesday, November 12, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:36 p.m.

  
Clerk

  
Mayor

November 18, 2019

The Culbertson Town Council met at Townhall in regular session Tuesday, November 18, 2019, with the following present: Larry Crowder, W. Bruce Houle, Dave Solem, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Jaimee Green and Greg Hennessy – Town Attorney. Guests: Ken Forbregd, Nick Oelkers, Bill Vander Wheele, Amber Fox, and Jeremy Fadness- WWC Engineering via Skype.

Agenda - Dave Solem made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Minutes – Mark Nelson made a motion to approve the October 15, 2019 Regular Meeting minutes. W. Bruce Houle seconded the motion. No objections. MOTION CARRIED.

Financial and Claims – W. Bruce Houle made a motion to approve the October Treasurer’s Report, GJV’s, Payroll JV 191000, UB JV’s, and October Bills. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – W. Bruce Houle gave an update regarding the annual meeting he attended in October. Seven states are working to obtain funding from the Federal Government. They are still working to get a good response from South Dakota and Colorado regarding the four-lane expressway. At the meeting, new directors were appointed and former directors were reappointed. The location for the next annual meeting is to be determined.

Splash Pad - No News

Water Plant Sale/Lease – No News

Legion Park Access - No News

Future Fish Pond - Ken Forbregd gave an update on the fish pond. Over the last several weeks, volunteers have been working to get the location cleaned up. The floodplain application is ready to submit. They are working on plans for the bridge. The National Guard has had several questions regarding the project that Ken has answered for them. They are still hoping to dig the well before next year.

Water Tank - MMIA has agreed to pay for the floor portion of the bid received by Carr Coatings, LLC. The Town of Culbertson is responsible for the wall portion. The quote for the floor is \$41,550 and the wall is \$9,300. W. Bruce Houle made a motion to accept the bid from Carr Coatings, LLC to seal the floor on the water tank. Mark Nelson seconded the motion. No objections. MOTION CARRIED. W. Bruce Houle made a motion to accept the bid from Carr Coatings, LLC to seal the seams and beams on the walls of the water tank. Dave Solem seconded the motion. No objections. MOTION CARRIED.

MDT Highway 2 Project – Jeremy updated council on several different items to consider with the future of this project. The Culbertson School will need to decide what they would like to do with the west end of the sports complex before the Town can move forward with addressing the flooding that occurs each spring. MDT will need the Town to develop storm drains and a hydrology design to catch the water. Jeremy will estimate the costs for the Town. The Town could then decide to approach the school district to share costs. The current plan is to create a ditch that will catch the water and bring it down to the Highway 2 storm drain system. The Town will need a definitive answer from the school district before making any decisions. The Town still has the option to leave the issue alone. Jeremy will have a cost estimate by the next Town meeting.

Street Lights – No News

Fire Hall – The Fire Department is still considering trying to acquire the lots on the south end of Broadway Avenue for a location for a new fire hall. One family has approached the fire department about donating their lot for the project.

Speed Signs – No News

Monuments/Markers – No News

Sketch/Site Plans - There were no sketch/site plans to review at this time.

Sidney Red-E-Mix – At this time neither the Town or WWC Engineering have received anything for this request.

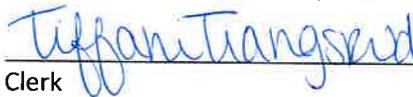
Senior Center – Mark Nelson made a motion to approve the Senior Citizens to apply for grants to update their tables and chairs in the Senior Center. Dave Solem seconded the motion. No objections. MOTION CARRIED.

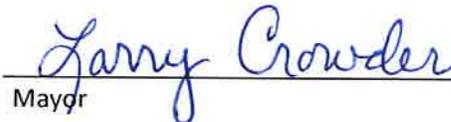
Ordinance Book Review - Council discussed the Town's current ordinance book. Mayor Crowder suggested the council consider looking into hiring or contracting ordinance enforcement personnel. There have been several complaints regarding cars/trailers parked for excess periods of time, unmaintained vegetation, and dogs at large. This item will be on the agenda for next month.

Non-Agenda Items – Bob Jasper informed council he spent a significant amount of time cleaning up the Maude Schuetze land that was acquired by the Big Sky Airport over the past month. He took 15 loads of trees and 5 loads of concrete to the landfill. At the next Town Council meeting, Mayor Crowder would like to have a Recognition of Years of Service for W. Bruce Houle and Jaimee Green for their time on the council.

A regular meeting is scheduled for Monday, December 9, 2019 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:23 p.m.

  
Clerk

  
Mayor

December 9, 2019

The Culbertson Town Council met at Townhall in regular session Monday, December 9, 2019, with the following present: Larry Crowder, W. Bruce Houle, Jaimee Green, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Dave Solem, Jeremy Fadness – WWC Engineering and Greg Hennessy – Town Attorney. Guests: Amber Fox, Abe Rumsey, Penny Hendrickson, and James Walling of the Culbertson Community News.

Agenda – Jaimee Green made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Minutes – Mark Nelson made a motion to approve the November 18, 2019 Regular Meeting minutes. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Financial and Claims – Jaimee Green made a motion to approve the November Treasurer's Report, GJV's, Payroll JV 191100, UB JV's, and November Bills. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Theodore Roosevelt Expressway – No News

Splash Pad - No News

Water Plant Sale/Lease – No News

Legion Park Access - No News

Future Fish Pond - No News

Water Tank - No News

MDT Highway 2 Project – The Culbertson School District will provide an answer at a later date regarding what they plan to do with the west end of the sports complex. It was discussed that the school needs a bigger culvert to handle the water run off each spring.

Street Lights – No News

Fire Hall – The Fire Department is still considering trying to acquire the lots on the south end of Broadway Avenue for a location for a new fire hall. One family has approached the fire department about donating their lot for the project.

Speed Signs – No News

Monuments/Markers – No News

Sidney Red-E-Mix – At this time neither the Town or WWC Engineering have received anything for this request.

Sketch/Site Plans - There were no sketch/site plans to review at this time.

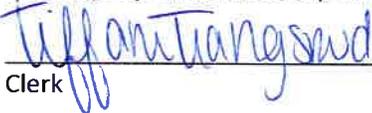
Special Event Application - W. Bruce Houle made a motion to approve the Parade of Lights parade route for December 19<sup>th</sup>. Jaimee Green seconded the motion. No objections. MOTION CARRIED.

Ordinance Enforcement - Council discussed different avenues to take in enforcing ordinances. The goal is to have oversight in our community to have ordinances followed. There will need to be work done upfront to identify the Town's biggest issues. The Town would likely notify the person who is not complying with the ordinance and give them time to fix it. If it is not fixed a citation would be issued. It was also discussed that each month we should be getting a report from the Roosevelt County Sheriff's Department as that is in our interlocal agreement. Several of the Town's ordinances are very vague and will need to be reviewed to be more straightforward. The Town Council plans to have a workshop after the regular meeting in January to review ordinances.

Non-Agenda Items – The Town had a watermain break on November 29<sup>th</sup> between the Culbertson School and Val-Am. Amber Fox notified council that the \$5000 that was borrowed to purchase the Bruegger Park playground equipment has now been paid back and is in the Town of Culbertson's cash account for playground equipment. Mayor Crowder recognized W. Bruce Houle for 22 years of service and Jaimee Green for 4 years of service at the conclusion of the meeting.

A regular meeting is scheduled for Monday, January 13, 2020 at 5:30 p.m. at Townhall.

Meeting adjourned at 6:23 p.m.

  
Clerk

  
Mayor