

# **AGENDA FOR CULBERTSON, MONTANA**

## **TOWN COUNCIL MEETING**

**Date: June 13, 2022**

**Call to Order: 6:30pm**

**Location: Townhall**

### **ROLL CALL**

1. Action - establish a quorum

### **AGENDA**

2. Action - approve agenda

### **RECOGNITION OF VISITORS & PUBLIC COMMENT ON AGENDA ITEMS**

### **MINUTES, FINANCIALS & CLAIMS**

3. Action – approve minutes.
  - a. Regular Meeting, May 9, 2022
  - b. Budget Workshop, May 9, 2022
4. Action – approve financials and claims.
  - a. Treasurer Reports – May 2022
  - b. General Journal Vouchers
  - c. Payroll Journal Voucher #220500
  - d. Utility Billing Journal Vouchers
  - e. May Bills

### **OLD BUSINESS**

5. Water Tank
6. MDT Highway 2 & Town Water Main Project
7. Big Sky Airport
8. Bathhouse Project
9. Ike's Pond

### **NEW BUSINESS**

10. Sketch/Site Plans
11. Swimming Pool
12. TV Station
13. Resolution #503 – Budget Amendment for FY 2021-2022
14. RMC Request

**PUBLIC HEARING – BUDGET FY 2022-2023**

1. Resolution #504 – Establish Personnel Wages
2. Resolution #505 – Preliminary Budget

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

**ADJOURNMENT**

***Regular Meeting Scheduled for July 11, 2022 @ 6:30pm***

*Please Note: Items on the agenda do not necessarily indicate the order in which they will be addressed.*

**TOWN OF CULBERTSON  
RESOLUTION #503**

**A RESOLUTION OF THE TOWN OF CULBERTSON TO AMEND THE FISCAL YEAR 2021-2022 BUDGET**

**WHEREAS**, the Town of Culbertson fiscal year 2021-2022 budget requires an amendment for an increase in revenues during the fiscal year; and,

**WHEREAS**, the Town of Culbertson is allowed to amend its budget pursuant to MCA 7-6-4006(4); and,

**WHEREAS**, (EXPENDITURE ACCOUNTS) the Fire Disability Fund (7120), the need for budget increase in this expenditure is necessary.

**WHEREAS**, (REVENUE ACCOUNTS) the Police Reserve Training Fund (2810), Oil Severance Fund (2890), and Fire Disability Fund (7120), the need for budget increase in the revenues is necessary.

**NOW THEREFORE, BE IT RESOLVED** that the Town of Culbertson amends the fiscal year 2020-2021 revenue budget for the following funds in the following way:

Expenditures:

- Fire Disability Fund (7120) 420440 – 700 increases to \$2,021.00

Revenues:

- Police Reserve Training Fund (2810) 335050 increases to \$2,021.00
- Oil Severance Fund (2890) 335065 increases to \$10,481.11
- Fire Disability Fund (7120) 335050 increases to \$2,021.00

**PASSED, SIGNED AND ADOPTED THIS 13<sup>th</sup> DAY OF JUNE 2022.**

The following members voting “aye”:

The following members voting “nay”:

The following members absent and not voting:

**TOWN OF CULBERTSON**

**Attest:**

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**Larry Crowder, Mayor**

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**Tiffani Jasper, Clerk/Treasurer**

**TOWN OF CULBERTSON  
RESOLUTION #504**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CULBERTSON, MONTANA ESTABLISHING PERSONNEL WAGES, COMPENSATION AND HEALTH INSURANCE FOR FISCAL YEAR 2022-2023; REVOKING RESOLUTIONS IN CONFLICT HEREWITH; AND ESTABLISHING AN EFFECTIVE DATE FOR SALARIES AND COMPENSATION.**

**WHEREAS**, Section 7-4-4201, Montana Code Annotated, mandates the establishment of salaries and compensation of elected and appointed city officers and all town employees by ordinance or resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Culbertson, Montana:

Section 1. That all resolutions or any portion thereof in conflict wherewith are hereby revoked.

Section 2. That the salaries and compensation of the elected and appointed city officers and all city employees, for Fiscal Year 2022-2023, are hereby established as set forth.

Section 3. That the salaries and compensation shall be effective as of July 1, 2022.

Section 4: The Town of Culbertson will pay 100% of Health Insurance for employee and their spouse for the FTE effective July 1, 2022.

Public Works Director - \$35.00/hour, Clerk/Treasurer - \$24.00/hour, Utility Clerk - \$18.00/hour, Water/Wastewater Contract Tester - \$32.75/hour, Water/Wastewater Operator with Maintenance- \$23.00/hour minimum DOE, and Justice of the Peace \$58.50/hour (8 hours per month). Library Assistant will receive \$11.00/hour (70 hours per month). Janitorial Services will receive \$15.00/hour to clean the Senior Citizen Center. Swimming Pool Manager will receive \$13.75/hour and Assistant Swimming Pool Manager will receive \$13.00/hour, Lifeguards with 100 or more hours experience by the beginning of the 2022 season will receive \$11.00/hour, Lifeguards with less than 100 hours of experience at the beginning of the season will receive \$10.50/hour. Lifeguards with WSI credentials will receive 75% of swim lesson revenues. Mayor will receive \$5,000 paid bi-annually. Council Members will receive \$2,500 paid bi-annually.

**PASSED, SIGNED AND ADOPTED THIS 13th DAY OF JUNE 2022.**

The following members voting "aye":

The following members voting "nay":

The following members absent and not voting:

**TOWN OF CULBERTSON**

**Attest:**

\_\_\_\_\_  
**Larry Crowder, Mayor**

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**Tiffani Jasper, Clerk/Treasurer**

June 13, 2022  
Resolution #504  
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**TOWN OF CULBERTSON  
RESOLUTION #505**

**A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR THE TOWN OF CULBERTSON, MONTANA, FOR THE FISCAL YEAR 2022-2023.**

**WHEREAS**, the Town Council for the Town of Culbertson, Montana, has prepared a cash basis budget for the fiscal year 2022-2023, and has given notice permitting all taxpayers to appear and be heard for or against any part of said budget, all as is provided under Title 7, Chapter 6, Part 40, Montana Code Annotated, and Sections 7-6-4021 and 7-6-4024, thereof;

**NOW THEREFORE BE IT RESOLVED** by the Town Council of the Town of Culbertson, Montana, as follows:

- (1) That the budget of the Town of Culbertson, Montana, for the fiscal year 2022-2023 is approved and adopted as set forth in the Tax Levy Requirement Schedule attached hereto as Exhibit "A" and by this reference made a part hereof.
- (2) That the Town Clerk shall forward a full, complete, itemized and detailed copy of said budget, together with the tax levies made therefore, to the Montana Department of Administration.
- (3) The governing body of the Town of Culbertson, in its final budget resolution, may authorize the Town Clerk to make adjustments to appropriations funded by fees throughout the budget period, (including enterprise funds, fee-based appropriations) Adjustments must be based upon the cost of providing the services supported by the fees and fully funded by the related fees for services, fund reserves, or non-fee revenues such as interest.

**PASSED, SIGNED AND ADOPTED THIS 13<sup>th</sup> DAY OF JUNE 2022.**

The following members voting "aye":

The following members voting "nay":

The following members absent and not voting:

**TOWN OF CULBERTSON**

**Attest:**

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**Larry Crowder, Mayor**

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**Tiffani Jasper, Clerk/Treasurer**