

**Troy City Work Meeting
Council Chambers
October 11, 2012
6:30 pm**

The meeting came to order at 6:30 pm. Present: Mayor Anthony Brown, Administrative Assistant, Brad Jones; Council: Phil Fisher; Joe Arts, Crystal Denton, Fran McCully, City Attorney Charles Evans, and City Clerk Tracy Rebo.

GUESTS: John Clogston, Susie Taylor, Nicole Heyne, Barbara Pence, Paul Olson, Heather McDougall, Susan Monahan – Kootenai Valley Record.

PUBLIC COMMENTS: Susie Taylor informed Council that the senior class has to do civic services for their Government class with the deadline the 26th of October. There are three students that are interested in volunteering to help restring the Christmas highway lights. There was discussion on ordering the bulbs. Fran McCully asked if the old lights that came off the Christmas tree would work, some were salvaged from the Christmas tree project. Heather McDougall updated everyone on the future plans for the tree. Mayor Brown stated that he will follow up with the power manager in the morning. More discussion followed.

PARK HOST CONTRACT AND JOB DESCRIPTION: Mayor Brown advised that there has been discussion on moving the camp host to the far end of the park and possibly putting an RV dump there as well. Brown stated that Brad Jones has been in touch with Montana Fish and Game for possibly installing a boat wash station and or a RV dump where the camp host currently sits. Jones stated that it sounded like they were excited about installing a boat wash and helping with making a pad. Jones continued; the boat wash would be free. The RV dump would have a fee because of the sewer system. Discussion followed. Jones advised that the camp host move would also give security for the City Shop. Evans asked if there had been any contact with MMIA regarding the camp host. Brown answered; no. Evans stated that there may be an issue of coverage on the City liability coverage. Brown stated; let's do that then. Brown addressed McCully stating; didn't you say you thought there should be a contract with the camp host. McCully answered; yes. Evans advised that a contract with the host wouldn't matter for liability issues. Rebo advised that she is pretty sure the position is covered. Rebo will follow up. McCully brought up having a contract and has had one in the past. Rebo advised that she has been unable to locate it. McCully mentioned having Evans draw one up. Evans stated he would if it is cleared through MMIA that the position is covered.

POLICIES:

Off Duty Enforcement Action Policy: Rebo advised that this will be on the agenda for the regularly scheduled Council meeting.

Social Media Policy: No discussion.

Red Flag Policy: McDougall asked what the Red Flag Policy was. Rebo answered; it is an identity theft prevention policy. Since we are a utility, we are issuing credit. Evans asked Rebo who prepared the policies. Rebo answered; the policies referring to the police department were created by Chief of Police, Bob McLeod, and she received the Red Flag Policy from the City of Libby.

WATER LINE REPLACEMENT: Leak Detection – Mayor Brown advised that Jones has been in touch with a different leak detection company. Jones stated that he had been in contact with a company called Leak Masters out of Ponderay Idaho that quoted \$150 per hour. They estimated it would take 3 to 4 days at 8 hours a day to do the 11 miles. Discussion followed. Mayor Brown advised to check references. Rebo asked who was going to check references. Jones stated that he would. He brought up water line replacement and that TCI submitted a bid of about \$33,000. Jones advised that he had researched prices to rent equipment and using the City crew would take two months to replace a 1300 ft. line. Jones continued; TCI can come in and do it in a week and a half and have the equipment for less than what we could rent it for. Discussion followed regarding the procedures and areas that the contractor would be doing the work. McCully stated that it sounded very close to what is in the budget for capital improvements. Fisher asked if TCI has done any water line replacements. Jones answered; yes, they just finished in Plains and have done some in Kalispell area. Jones added; they are very familiar with it, and they know the Montana specs and what is required by the State. There was more discussion.

UTILITY RATES: Rebo advised that she has to get the public hearing published in the newspaper. She submitted an example of what will be in the publication. Heather McDougall stated that she would like to see a sunset clause on the sewer rates because if the rate is set to gain every year, then get the loan refinanced; it would be over \$20,000 per year going ahead. The rate would then expire. Fisher stated that there has to be enough to build a maintenance bond as well. Rebo explained what is needed to be in compliance, and what has to be in the reserve. Discussion followed regarding cutting the electric base rate to offset the sewer rate increase. There was discussion regarding the need to lower the base rate on the electric anyway because it is holding the reserve. Jones explained that part of the reason they have a high reserve is because they are not purchasing new equipment every year like a larger utility company would. Discussion followed. McCully stated; even though the water budget is doing fine now, if we start replacing lines every year, it may start taking more expenses or revenue in the future years if we are going to address the water leaks. I think we can't take away from the water too much. Rebo added; every year there has to be something put into the reserves for the three bonded loans. McCully asked if it was ever determined if there can be a different rate for out of town customers. Rebo advised that she has been working on it. Fisher asked about keeping the empty lot rates the same. Rebo advised that she still has to do more research to confirm. Evans quoted an MCA and asked if the water utility had a policy and if the Council is familiar with it. Rebo answered; there is a policy for Electric, Water, and Sewer and the Council has a policy book. There was discussion on when to advertise to fit the requirements.

IBEW CONTRACT: Brown asked if all the Council members received the letter that he wants to send in response to the Union. He read a letter received from the Union aloud. Jones explained the letter regarding the Clerks start and end time. Brown read aloud a second letter received from the Union regarding 15 cent or 40 cent raise for employees, whereas the Union representative stated that they will not accept the package. Mayor Brown read aloud the responding letter to the Union. Discussion followed.

NORTHERN LIGHTS CONTRACT: Rebo advised that she will email them the changes she put in at their request. She asked for further instructions. Fisher advised her to use the language *at the appropriate rate*. Discussion followed regarding further language. It was the consensus to wait until a new contract is received from Northern Lights.

CODIFICATION: Evans stated that there was a meeting where changes were discussed. He advised that there was a workbook that he wrote notes on. He asked if it was still available and if they could sit down together again, or he could put together the changes that were discussed at that work meeting. Rebo advised that she had planned to set a codification meeting in the office so the new code books do not leave the office. Mayor Brown asked where this workbook was. Rebo answered that Mr. Evans had never shared his notes with her. Mayor Brown suggested Evans to prepare it, then have a meeting, and send it off. There was discussion on the location of said workbook. Fisher believes it may be in his possession. Rebo asked Evans if was going to have it completed before the next Council meeting where it will be brought back to the table. There was discussion on Council tabling it again if they are not ready. Evans asked to have it at the next work meeting.

CITY ATTORNEY – RESIGNATION: Mayor Brown announced that Mr. Evans is retiring and the City is seeking letters of interest to fill the position. McCully asked Evans if the City has to formally accept the resignation. Evans answered; the wording in the contract covers it.

SIDEWALK INSTALLATION ON 2ND STREET: Brown advised that the public works crew had installed a dry well at Missoula and 2nd Street and since the ground is torn up, it is a good time to improve the sidewalk and build a curb. There was discussion regarding the school's responsibility for excess water runoff onto Second Street. McCully stated that when Brady Selle was superintendant, they had stated that they would purchase a dry well if the public works crew could help with the installation.

PUBLIC COMMENTS: Susie Taylor asked if the Safe Routs to School project is still moving forward. Mayor Brown answered; it is still moving forward; however the route has changed to the elementary school south to Highway 2. Taylor made mention that the corner of 5th and Missoula in front of the log building, the trees is very overgrown and drivers are pulling further and further out into traffic to see around them. Brown stated that he would follow up with the business owner. Heather McDougall asked how far down on the priority list was the water feature. Brown answered; it's not a high priority to me especially this time of year; but, I would like to see it done. He stated; that if someone could take charge and run with it, it wouldn't take too long. McCully volunteered to coordinate the scheduling part of it. Fisher will coordinate the mechanical part of the project. Fisher stated he would like to see a skating rink in the park in the old mud bog area. He continued the need for it as community members have approached him with the idea.

ADJOURN: Mayor Brown adjourned the meeting at 8:12 p.m. There were no motions.

Anthony E. Brown, Mayor

ATTEST:

Tracy Rebo City Clerk/Treasurer