

## **January 13, 2025, Town of Sheridan Regular Council Meeting (210 Crofoot, Sheridan, MT)**

Council Members in attendance were Curtis Green, Jan Bowey, Tammy Todd, and Diane Kaatz. Also in attendance were Mayor Robert Stump, Clerk/Treasurer Kristi Millhouse, and Public Works Director Matt Cavalieri.

Guests: Mike Zielinski, Chris Noon, Dillan Haugland, Barrie Crandall, Jeff Gerth, Claire Leonard, Michael O'Neill, Janis Hansen, Chris Roberts, Cat McRae

Mayor Stump called the meeting to order at 6:07 pm. The meeting was opened with the Pledge of Allegiance.

**Public Comment on Non-Agenda Items:** There were no non-agenda comments.

**Consent Agenda:** Jan made a motion to approve the claims as submitted. Tammy seconded the motion. No public comment. Motion passed with a unanimous vote.

**Minutes:** *December 9, 2024* - Jan made a motion to approve the minutes for December 9, 2024, Council Meeting. Diane seconded the motion. No further discussion. Motion passed with a unanimous vote.

*December 17, 2024, Council Meeting* - Curtis made a motion to approve the minutes from December 17, 2024, Town Council and Rural Fire Board Meeting. Tammy seconded the motion. No further discussion. Motion passed with a unanimous vote.

### **OLD BUSINESS**

**Fire Truck (Intercap Loan):** Mayor Stump started the discussion regarding the fire truck with a summary of how the search started for a fire truck. In October, the Town was looking at a fire truck in Wisconsin. The purchase of this truck was tabled. The Town continued to look for a different truck. They have found another fire truck that is located in Colorado. This information for the truck in Colorado was shared with the rural fire department board.

The Town has contacted the Montana Board of Investments and applied for an Intercap Loan and has been approved for a loan of up to \$125,000 for this fire truck. Colorado is asking \$130,000 for the truck. The remaining balance of the budget for the fire department is approximately \$20,000. There is \$18,000 in capital improvements for the fire department and the Town should be getting \$8,000 for the sale of one of the Town trucks from the Rural Fire Board as it was a Town truck that was sold. With the additional funds available we would not need to borrow the full \$125,000. The interest rate is 5.75% currently with Intercap. The interest rate will change in February. Mike Zielinski asked about a smaller ladder truck called a Quint. The ones he was looking at were \$60,000 to \$80,000 and in better condition than the

truck the Town is considering. Mike Zeliniski also stated that the truck the Town was looking at was too heavy and you could not drive it off the pavement.

Jan stated that she has been waiting for a resolution for the fire truck since last March. She has not heard of any solutions from the fire department. Since March there has been no functional structure fire truck for the Town. She would love to hear something from the fire department. Mike Zielinski stated there are a lot of ladder trucks online for \$60,000 to \$80,000. Discussion occurred.

Jan made a motion to table the purchase of the fire truck until the next meeting when the fire department will bring several options for a preferable truck to purchase and work with Kristi on the financing. Curtis seconded the motion. Tammy asked what year these trucks that Mike was looking at were. Chris Noon commented that the truck needs to be 20 years old or newer. Cat McRae commented that the fire department members registered their displeasure with the truck being considered with Rural District Chair, Del Bieroth, at their Thursday, January 9<sup>th</sup> meeting. The fire department also gave him their choice of a truck at that meeting. With no further discussion Mayor Stump called for a vote. Motion passed with a unanimous vote.

***Codification/Revision of Town Ordinances:*** Kristi has looked at two different companies for codification. She has been in contact with American Legal Publishing and Civic Plus. She has received a quote from American Publishing for approximately \$4,000 which she included in the Council's packet. She will not have numbers from Civic Plus until next week. Both companies do provide legal review on the ordinances and online hosting. She did receive a name for a third company today and will look into them. Kristi will have more information for the Council at the next meeting.

The Mayor and Kristi have discussed reviewing all ordinances prior to codifying them. The suggestion would be to divide them up amongst the council members, review them and then do a work session to go through the changes that are needed. Mayor Stump and Kristi will divide them up and provide them to each council member. The goal is to have this completed by June.

## **NEW BUSINESS**

***Resolution 2025-01 Public Information Request and Fees:*** Mayor Stump read the resolution 2025-01. Discussion occurred regarding adding the redaction of confidential information to the hourly cost. Diane made a motion to adopt 2025-01 with the amendments discussed made to the resolution. Tammy seconded the motion. Motion passed with a unanimous vote.

***Resolution 2025-02 TCM Bank Business Officer Resolution Form:*** Mayor Stump read the resolution to the public. The purpose of this resolution is to update the individuals that can access information and make changes to the Town credit cards. No comments. Jan made a

motion to approve Resolution 2025-02 TCM Bank Business Officer Resolution Form. Diane seconded the motion. No discussion. Motion passed with a unanimous vote.

**Declaration of Well Isolation Zone:** Mayor Stump was unsure if a Well Isolation Zone was done for Wells 1 through 5. The declaration of well isolation zone was done on Well 6 and this is for Well 7. The purpose of the well isolation zone is to keep anything out of the area of the well such as pesticides, herbicides, livestock, etc. that could potentially contaminate our water.

Jan asked about the Manifold building if we had to chlorinate. Does this restrict us from Chlorinating? No, it does not. The document has to be filed with the County, so it stays with the property. Discussion occurred. At this time Chlorination use in the manifold building and the road were in place prior to this agreement being put into effect. Tammy made a motion to approve the declaration of the Well Isolation Zone as proposed with recommended comments. Curtis seconded the motion. Motion passed with a unanimous vote.

## **REPORTS**

**Sheriff's Report:** Written Report Received. Tammy asked to redact the addresses.

**Library Report:** No Report

**Attorney Report:** No Report

**Fire Department Report:** Fire Chief Jeff Gerth reported on behalf of the Sheridan Fire Department. They responded to five calls last month, two mutual aids with Twin Bridges, and an illegal bonfire north of Town. Building materials are on back order for the building (handicap items that are required by the State), looking at the end of the month before they can move in.

**Public Works Department Report:** Public Works Direct Matthew Cavalieri reported that the chlorine gas bottle has been removed from the Manifold Building and taken out of Town. Matt thanked Bob and Curtis for helping with the snow removal. Snow removal is a lot of work for one person to manage.

Well No. 7 will be tied into the water system next week and the plan is to have it up and running by this spring.

Water Quality Reports – Matt tracked down the past water reports and provided them to Kristi so she could update them on the website. The report for 2024 is in the process of being completed.

Bob commented that with the removal of the Chlorination gas bottle provided public works with another five feet of space for use.

Tammy commented that she received a thank you from the public for the snow removal on the city walkways and the streets.

**Clerk/Treasurer Report:** Kristi reported that she continues to work on day-to-day stuff and some of the old stuff each day. The Annual Financial Report (AFR) was submitted to the State of Montana at the end of December. She completed the Management Discussion and Analysis (MD&A) Report for the Town and submitted it with the Annual Financial Report. Kristi was not sure if the Town had ever submitted one, but it is a finding that they have.

**Finance Report:** Kristi provided the council with a copy of the cash report and the budget to date. Did the council have questions about any of those items? Tammy asked if the Audit and the AFR are completed. Kristi explained that the AFR for FY24 is completed and submitted to the State. The invoice from Denning and Downey was for their AFR. Denning and Downey will now start on the Audit for FY24 and there will be additional cost. Kristi believes that the audit should not cost as much as the AFR as most of the work was done on the AFR.

**Council Report:** Tammy is plugging along on her Study Commission. There were no other reports.

**Mayor's Report:** Mayor Stump reported that next Wednesday he will be in Helena to testify on the RRGL grant. He just finished the ARPA funding request and revised budget for the Well project. He has submitted them to Madison County and the Department of Natural Resources for review.

### **Boards and Committees**

**Main Street Improvement Team:** No Report

**Park District Board:** No Report

**Sheridan Community Charitable Foundation (SCCF):** Tammy reported on behalf of the SCCF. There is another Bingo night next Monday the 20<sup>th</sup> with a celebrity number caller.

**Zoning Committee:** Jan reported that the zoning committee met on January 6<sup>th</sup>. The group is working well together. They are struggling to get something that they can get their hands on and direct their focus. They have divided the Town into five zones with individuals on the committee looking at what each zone entails whether it is agriculture, residential, commercial, etc.

The zoning commission found out that an additional grant option to fund zoning was not submitted to CDBG. The zoning commission does not have as much money as they thought for the zoning plan. We worked on a new budget, and we are going to be ok with the current funding. Need to be conservative on the engineer's time.

Council Review: The next council meeting is February 10, 2025, at 6:00 pm.

Adjournment: Tammy made a motion to adjourn the meeting. Jan seconded the motion.  
Motion passed with a unanimous vote.

Meeting adjourned at 7:13 pm.

ATTEST:

Signature on File

Signature on file

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Kristi Millhouse, Town Clerk/Treasurer

Robert Stump, Mayor