

Regular Town Council Meeting July 8, 2024, at Town Hall

Attendees: Jan Bowey, Diane Kaatz, Curtis Green, Tammy Todd, Mayor Jennifer Bailey, and Clerk/Treasurer Jennifer Meacham.

Guests: Bob Stump, Anne Wentz, Michael Douglas, Kaylie Theis, Ken Bailey, Bundy Bailey, Danny Gil, Sharon Berry, Claire Leonard, Mark McLaughlin, Latesa Schrank, Karen Talley, Emilie Saylor, Mark Johnson, Stephanie Kruer (Town Attorney) and Kerry Taylor.

Zoom Guests: Lon Seidel, Fred M, Tim, Lois, Dan D, and Lou Moro.

Called to Order at 6:05 PM and pledge was recited.

Public comment for Items not on the Agenda: A thank you to the council, especially Curtis Green, and the mayor for getting the one way signs in place on Mill Street.

Minutes: Jan moved to accept the June 10, 2024, as corrected. Seconded by Tammy. All in favor. Motion carried. Diane moved to accept the June 20, 2024, minutes as corrected. Seconded by Jan. All in favor. Motion carried. Curtis moved to approve the June 26, 2024; minutes as written. Seconded by Tammy. All in favor. Motion carried.

Department Reports:

Sheriff: Sheriff's report was read by Deputy Danny Gil. There were 9 ambulance calls and 45 total CFS.

Library: Nothing at this time.

Attorney: Triple Tree received the approval the Montana Coal Endowment Planning Grant (MCEP). Stephanie brought up the signature for the contract concerning the purchase of the signpost at Main and Mill Street Park. She talked about the training with MSU Local Government and MMIA. Discussion concerning Special Events and needing a new contract for procedure for special events.

Fire Dept: One call for a skid steer on fire.

Public Works: water no changes, pivot was turned on for 5-6 days. Flow meter quit, it's the original, about 12 years old. Before Zach left, he filled potholes.

Clerk/Treasurer: Been working on bank reconciliation and went on vacation

Financial: Jennifer Meacham read expenditure and revenue vs actual report. There was a short discussion concerning sewer expenditures.

Council: Tammy believes the sprinklers at the pool need to be adjusted and is still getting complaints concerning the goats. Jan sat in on the preliminary reports for the audit and the comments were good except for the Friends of the Library. Due to the treasurer being out of town the auditor was unable to conduct the audit for the friends of the library. Heard some comments from citizens of the town complementing the town council and the mayor for the time they are putting in. Spoke with people who were dissatisfied with their water/sewer bill previously and are now happy with them. Curtis and Diane didn't have anything to report.

Mayor: Jennifer Bailey read a letter from Madison County Sheriff's office discussing conflict of interest. She then started to read a letter concerning her resignation, and Diane finished for her. The letter includes a recommendation of 6 mills on the residents' taxes for the fire department. The gavel was turned over to Council President Tammy Todd. Tammy discussed the Annual Financial Review (AFR) from Denning and Downing. Tammy continued with receiving ARPA funds from the state of Montana. Bob Stump suggested putting the reimbursed funds into water.

MSIT: Going to distribute grants for beautification. Still looking at other ideas for future projects.

Park District Board: Sheridan/Alder District Board, looking for another board member due to a member resigning. Working on an ad for bids on the pool liner replacement. There should be enough funds to complete the project.

SCCF: Sheridan days starts July 25 and ends at Jackson's Garden July 28. Looking at getting the pavilion done after Sheridan Days.

Public Comment for Items On the Agenda: Mark McLaughlin is here to discuss the closure of E Poppleton St. Town property should not be altered/changed. Improved upon but not bartered with. It is a city street and should stay the way it has been for the past years. Kaylie Theis commented that it is safety for the citizens and the students. The school is not trying to buy the street. There was discussion about the swinging gate and who is responsible for the maintenance of the gates and how they should be maintained.

Unfinished Business:

- 1. Closure of E Poppleton at Sheridan Public School:** For safety reasons the school would like to have E Poppleton closed year-round. Who would be responsible for the upkeep of the gate. Jan would like to move that the town maintains the current seasonal closure of the section of E Poppleton street where the bus barn is located, and the town will provide the cost estimate to replace the signs per department of transportation standards. Curtis seconded. There was discussion within the council concerning the safety of citizens. Diane amended the motion with the understanding that the school can obtain temporary summer closure of the road for specific activities/special events where safety concerns are present. Seconded by Jan. Resolution 2002-1 stands until there is a new ruling. All in favor of the motion. Motion carried.
- 2. Zoning Commission (Triple Tree):** Currently there is an interim zoning ordinance, which puts a pause on building. At the last regular town council meeting Brad Koon from Triple Tree came out with a recommendation of doing the third planning board option, which is the city county planning board. The County commissioner appoints members, council and mayor appoint two each, the 9th member is appointed by the conservation district. Discussion by the public concerning which zoning planning board to use. 76-1-221 was read by Tammy. Tammy read the five planning boards and there was more discussion. Zoning is followed with subdivision regulations then the annexation. The process of zoning requires the next step of which zoning commission/board. Jan moves that this council adopts option #2 city planning board per MCA 76-1-221 including requesting in coordination with county commission a 7-member city planning board according to the designated structure. Diane seconded the motion. Tammy nay, Diane aye, Jan aye, Curtis aye. Motion carried. Stephanie discussed resolution for this. Brad and WGM have said they have this covered with other documents.

3. **Preliminary Budget-Line Items and Schedule:** Has there been sufficient discussion or does there need to be another work meeting. The council discussed further before a motion on whether there should be another preliminary budget meeting. Curtis moves that we do another preliminary budget meeting. Next meeting is July 17, 2024, at 5:30. Jan seconded. All in favor. Motion carried.
4. **Financial policies/Check Signees:** Jan and Tammy are still signees of checks. Tammy is still the administrator for the bank accounts. Payment of bills on a weekly basis to stay permanent. At the training along with emails, that the town council doesn't sign checks, and it is the executive branch who should be signing. The council hears that but believes that for the protection of the town to not lose a lot of money, there should be more financial oversight. Different solutions were discussed. Jan moves that the expended consent agenda on claims every month to include invoices, claim jacket, and check stub available to the council review 5 days prior to the council meeting. Curtis seconded the motion. All in favor. Motion carried. Curtis moved to add Jennifer Meacham as a signee and remove Jan Bowey as signee. Diane seconded. Discussion within the council about leaving Jan as a signer. Curtis amends the motion to say to leave Jan Bowey as signer in the event the next presiding is unavailable until there is a new mayor. Diane seconded the amended motion. All in favor of the amended motion. Amended motion carried. All in favor of original motion. Original motion carried.
5. **Madison County Public Health Dept. (MCPHD) Greenhouse on Town Property:** The hope is to purchase 3 or 4 greenhouses within the county. MCPHD is willing to purchase the greenhouse and show the community how to use it. Emily discussed options for different locations. After a year Madison County Public Health Department will transfer ownership to the town, and it will be accessible to anyone who wants to use it. Will be used as an honor system. The expectation of the Town of Sheridan would be to sign up and give out the access code along with supplying water. Need an exemption to the temporary zoning ordinance it meets standards, it's within existing uses, and is surrounded by residential. SCCF has ideas of what they want to do at the park, but nothing that would conflict with the recommended location of Greenhouse. Other town property locations were looked at by MCPHD, but they weren't as suitable for the greenhouse. Jan moves to accept the proposal to place a greenhouse at the Hamilton/Ruby Park near the water hydrant. Seconded by Diane. All in favor. Motion carried. Jan moves to provide an exemption to the interim zoning ordinance to allow construction of the greenhouse by the MCPHD and develop an MOU regarding the use thereof. Seconded by Curtis. All in favor. Motion carried.
6. **American Tower Lease Agreement:** There was discussion between the council concerning whether to accept the offer. Diane moved to reject the American Tower Lease, proposal. Jan seconded. All in favor. Motion carried.

New Business:

1. **Potential Candidates for Zoning Commission and Type of Government Study:** Looking at doing zoning first with this board. Recruitment plan to seek out candidates. A committee to find people who would be interested on the zoning board. If someone signs up and decides it is not for them, they are not required to stay. Advertise for it, fliers, the Nugget and possibly The Madisonian. Need to recruit 4 people. A suggestion was to put together a recruitment plan to get people together and coordinate with Triple Tree. Jan motions that the mayor pro-tem establish a committee to develop a recruitment plan for the zoning commission. Curtis seconded the motion.

Jan amended the original motion to clarify to include a priority for the government review type and the government zoning commission and provide authority to the mayor to implement both committee recommendations and the mayor is directed to address they type of government study commission first. Diane seconded the amendment motion. Amendment motion all in favor. Amendment motion carried. Vote for original motion all in favor. Original motion carried.

2. **DASH Construction:** Are proposing to build a home on Washington street and are looking for a variance for the interim zoning ordinance. The council discussed the property is location, and the size of the home being built. One problem is there is no sewer/water that runs to the property. Diane moves to table this issue until we can determine what they are thinking as far as hooking into the water/sewer mains and how much this will cost the town. Seconded by Jan. The town is obligated to provide water. The sewer hookup will be provided by the owner. Ordinance 118 says that the Town of Sheridan allows hookup of sewer. All in favor. Motion carried.
3. **Headwaters RCD&D:** Jan motions to table until headwaters RC&D can be available at their earliest convenience. Seconded by Curtis. All in favor. Motion carried.
4. **Consent on Claims:** Council went over the list of claims. Jan moves to accept the consent agenda as presented. Seconded by Diane. All in favor. Motion carried.

Motion to adjourn. Jan moved to adjourn the meeting. Seconded by Curtis. Diane nay, Curtis aye, Jan aye, and Tammy aye. Motion carried. Meeting adjourned at 10PM

Respectfully submitted by:

Jennifer Meacham