

## **September 9, 2024, Town of Sheridan Public Hearing and Regular Town Council Meeting at the Sheridan Senior Center**

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

**Guests:** Kaylie Theis, Matthew Cavalieri, Michael Douglas, Paul Marsh, Anne Wentz, Sharon Berry, Dave Haag, and Stephanie Haag.

**Zoom Guests:** Kristi Millhouse

The meeting was called to Order at 6:03 PM by Mayor Bob Stump, and the pledge was recited.

**Public comment Not on the Agenda:** Hearing none, Mayor Stump Opened the Public Hearing for the Preliminary Budget 2024-2025 Fiscal Year.

### **Public Hearing Preliminary Budget Fiscal Year 24-25**

Kristi cleaned up the budget to make it easier to read. Anything that can be split into three ways will be split between water, sewer and the general fund. Library funds of \$18,000 will be going towards a sprinkler system at the baseball park. Safety signs can be purchased through the gas tax. Parks will now be combined with roads and streets. All salaries are split between water, sewer, and roads/parks.

There was discussion concerning property tax on the revenue budget. In the past the revenue tax has been inputted into Black Mountain Software incorrectly this will be resolved moving forward. Concerning the budget, it is better practice to budget low on revenue and high on expenditure. Reserves cannot be over 50% of expenditures.

With no further questions or discussion, Bob closed the public hearing at 6:25 PM.

### **Regular Town Council Meeting:**

#### **Consent agenda on Claims:**

**Claims:** With no discussion Bob called for a motion. Diane moves to approve the claims for September 1<sup>st</sup> to present. Tammy seconded the motion. Tammy questioned the attorney fees and believed some of it might be rescinded. With no further discussion Bob called for a vote. Tammy-yes, Diane-yes, and Jan-yes. All in favor of the motion. Motion carried.

**Minutes:** Tammy moves to accept the minutes of the August 29, 2024, meeting as amended. Diane seconded the motion. With no further discussion Bob called for a vote. Jan-yes, Tammy-yes, and Diane-yes, All in favor of motion. Motion carried.

#### **New Business:**

**2024-2025 Preliminary Budget:** There was discussion about the budget being more detailed than it has been in the past. Tammy moves to approve the preliminary budget with potential

changes to final budget. Jan seconded. With no further discussion Bob called for a vote. Jan-yes, Tammy-yes, and Diane-yes. All in favor of the motion. Motion carried

**Extension of Interim Zoning Ordinance:** The original interim zoning ordinance passed in February 2023. The first ordinance was for six months with the possibility of two 1-year extensions. We are on the first 1-year extension and require another 1-year extension for the zoning board and engineers to get a zoning ordinance in place. Diane moves that we extend interim zoning ordinance no. 1C-2023 for an additional year. Seconded by Jan. Bob then read the resolution to the audience. By this time next year, the zoning ordinance should be in place. With no further discussion Bob called for a vote. Diane-yes, Jan-yes, and Tammy-yes All in favor of the motion. Motion carried.

**Resolution to Amended Budget for 2023-2024 Fiscal Year:** Bob read resolution 2024-4 to amend the budget for FY 23-24. Amendment is for overspending in the general fund and for increased auditing expenditures. Tammy moves to approve 2024-4 a Resolution of the Town of Sheridan to amend the fiscal year 2023-2024 budget in the amount of \$50,000. The general fund was overspent primarily due to higher than planned attorney fees and the cost of doing audits for 2 years. Diane seconded the motion. Jan-yes, Tammy-yes, Diane-yes All in favor of the motion. Motion carried.

**Town of Sheridan Zoning Commission:** Bob read Resolution 2024-5 Town of Sheridan Zoning Commission. Jan motions to approve the resolution 2024-5 with correction to Mike Walter name. Tammy seconded the motion. Jan-yes, Tammy-yes, and Diane-yes. All in favor of motion. Motion carried.

**Public works interview selection:** Interviews were held last week. Bob is recommending Matthew Cavalieri as the new Public Works Director. Jan motions to approve Matthew Cavalieri as the new Public Works Director. Diane seconded the motion. He will need to get his certifications, 2 water and 1 sewer. Bob called for a vote, Diane-yes, Tammy-yes, and Jan-yes. All in favor of motion. motion carried.

**Reinstate Council Member Green's Voting:** Jan moves that Curtis Green be granted full voting and discussion privileges of a full-fledged council member. Diane seconded the motion. There was discussion on Curtis being able to vote on public works agenda items until another public works employee is hired. Once Matt starts Curtis will be training Matthew. With no further comments, the motion was called to vote by Bob. Diane-yes, Tammy-yes, and Jan-yes. All in favor. Motion carried.

**Sheridan Community Charitable Foundation (SCCF) Request to add Restroom/s to the Pavilion Building:** SCCF received more grant money than what was originally appropriated. Bathrooms have been on the list of ideas. There is enough space at the back of the pavilion. During Sheridan Days the price of outhouses is around \$800. The town would be responsible for the maintenance and cleaning. There will need to be a small mechanical room. Jan motions that

we approve the request for no more than 2 bathrooms at the pavilion ADA accessible with a lift pump for sewage. Diane seconded the motion. Discussion continued concerning ADA accessibility, insurance may have suggestions, and possibly get an engineer involved. With no further discussion Bob called for a vote. Curtis-yes, Jan-yes, Tammy-yes, and Diane-yes. All in favor of the motion. Motion carried.

**Payoff of 2007 Bond Note WRF-208115:** The loan is due in 2027, and the payoff amount due by the end of the month is \$48,267. If the town paid off the loan, it would free town funds that have been set aside for reserves. The reserve money is equal to a year of loan payments and there also need to be funds set aside for repair and replacement. \$8000 is in loan reserve and \$26,000 in repair and replacement restricted money. The loan pay off would free up some money for the future years. Curtis motions to pay off the Bond note WRF-208115 in the amount of \$48,267. Jan Seconded the motion. With no further discussion Bob called for a vote. Jan-yes, Tammy-yes, Diane-yes and Curtis-yes. All in favor of the motion. Motion carried.

**Establish a Money Market Account (MMA):** Closing of Fire department Account, move \$50,000 from water, \$50,000 sewer and close the Water Meter restricted FY11 Bond account. The money is still available to the Fire Dept by moving the money, it makes bank reconciliation easier and cleaner.

Diane moves that we establish an MMA to include the Fire Dept. account fund ending 9609 with approximately \$18,000, to move \$50,000 from the water and sewer accounts and to close the Water Meter Restricted FY11 account ending 4803 of approximately \$11,000 to establish the MMA with funds between \$129,000 and \$130,000. Jan seconded. With no further discussion Bob called for a vote. Diane-yes, Curtis-yes, Jan-yes, and Tammy-yes. All in favor of the motion. Motion carried.

### **Reports:**

**Sheriff:** Mayor Stump read the sheriff's report and there were 7 ambulance calls and 62 total calls for services.

**Library:** No report.

**Attorney:** No report.

**Fire Dept:** There were 5 calls. The Rural Fire Department building construction will begin next week and a projected finish date by the end of October.

**Public Works:** Curtis reported there was a lightning strike in the vicinity of the pump house that destroyed the lightning arrestor. A new technology panel has been ordered for the water pumping control. Looking at getting a new sander. The lagoons are not emptying as fast as we would like. A water leak on Kearney Lane could be a sprinkler system.

**Clerk/Treasurer:** Been working with Kristi Millhouse with the financials and budget.

**Financial:** Treasurer went over expenditures and revenues for August.

**Council Report:** Water restriction questions have been asked. The flow meter broke last year in February, and unsure how the new flow meter is measuring. There is concern about representation with the fire department. Working on a contract with the fire dept there needs to be communication with them.

**Mayor:** Spoke with Brad Koon from Triple Tree Engineering and would like to have a work meeting. To discuss what task orders they are working on for the town. Spoke with council members to get a day and time together. Tentatively for Wednesday September 25, 2024, at 3pm.

**Boards and Committees:**

**Main Street Improvement Team (MSIT):** Christmas stroll is coming up along with banner changes. They wanted to know what the town planned on doing with the signpost at Main Street Park. There was discussion on what to use it for.

**Park District Board:** Pool liner will be put in next year due to the unknown factors of putting out for bids and getting a contract for the liner installation.

**SCCF:** Oktoberfest will be held on October 19 on Main Street. The Christmas Stroll will also be on Main Street on December 6. September 15 is Parking lot bingo at the Stockman parking lot. \$100 for 6 people at the table.

**Council Review:** The next regularly scheduled meeting will be Tuesday October 15, 2024, at 6pm

Curtis motioned to adjourn the meeting at 8:43pm seconded by Tammy. All in favor. motion carried.

Respectfully submitted by:

Jennifer Meacham