**REGULAR TOWN COUNCIL MEETING**

**Monday November 13, 2023, 6PM**

**Attendance:** Jan Bowey, Tammy Todd, Mike Zielinski, Tonya Romkema, Mayor Judy Edward, Ty Gerth (public works director), Jennifer Meacham (clerk/treasurer).

**Other Attendees:** Jeff Gerth, Zach Thompson, Anne Wentz, Linda Hamilton, Duncan Hedges, Rick Hecker, Bob Stump, Rebecca Larsen, Kali Stender, Sherry Hugg, Kay Colwell, Rahn Abbott, and Kate Rose.

**Call to Order:** Meeting called to order at 6pm

Pledge was recited.

**Mayor Edwards welcomed everyone and went over the conduct of meeting.**

**Public Comment for items not on the agenda:** Rick Hecker, wanted to address the tall weeds at Tolson, it is a fire danger. It is county property, and nothing has been done. He has been trying to mow but doesn’t want to create a fire from a spark. Would like someone to contact Joe Brummel. This has been a problem all summer and is an ongoing issue.

**Approval of minutes from Sept 13, Sept 25, October 9,**

Corrections were given, Jan “I make a motion to approve the minutes from September 13 minutes with changes”, Tonya seconded, all in favor, motion passed.

September 25 meeting changes Tonya “I motion to except the minutes from September 25”, Jan seconded, all in favor, motion passed.

Jan motioned to accept the October 9th meeting with changes, seconded by Tammy, all in favor. Motion carried.

**Ex-Parte Communications**- Tammy, was asked about snow removal, where the posting of the agendas, and the time prior to the meeting as far as posting. Mike – none. Jan- communications about the private signpost at the Main St Park, fence and fire hydrant, records request for minutes and agendas for the summer, also the distribution of the mayors’ notes. Tonya – snow removal, and mayor’s notes. A letter from the Hillers was read by Mayor Edwards for the Town Council about the first reading of the Growth Policy Plan being held in December and they recommend the passing of the modifications as approved by the Madison County Planning Board. Jan read the letter from Allen Shomberger presented to the Planning Board which included concerns over the safety hazards of the wildlife crossing on the roads.

**Department Reports:**

**Sheriff**- Duncan Hedges gave report. Deputies were approached about snow removal on Main St. There were 8 animal calls, 31 calls of service, 8 ambulance calls, 2 civil service calls. There were complaints about giving too many warnings, this is incorrect, there are no quotas, it is up to the deputy if they should give a ticket or not. The sheriff’s office will help with medical calls if the deputy is available. Madison County commissioners approved 6 new sheriff deputies. They are looking at getting a detective, 3 new patrol deputies, and 2 detention positions. Along with new equipment including new vehicles. The goal is to get more coverage on the back roads.

**Library**-Bill Talbott was not there but he did inform Mayor Edwards the Library got their second grant for children’s books.

**Attorney**-Nothing now

**Fire Department**-Jeff Gerth gave report. Got final permit for the building, waiting on the contractor to start. Going to ask Stephanie to write a letter to the owner about removing the fence in front of the fire hydrant on Mill Street. The hydrant was moved there in 2007 because the previous owners wanted it moved since it kept getting hit. The landowners at that time did not have a problem with it being placed where it is now. Mayor Edwards is still looking into it, but not sure if there are any actual written documents about the agreement. The information that is known now came from Curtis Green. Jan pulled the property ~~dead~~ deed and the ownership changed in 2019. The contractor who put in the fence knew he shouldn’t put the fence there, but they were told by the owner to put it in front of the fire hydrant. Jeff Gerth would like to have just the one section moved to be able to get to the hydrant. There were no fire calls.

**Public Works**- Ty Gerth gave his report, water/sewer found a service line while putting in the new manhole at Jefferson. Found another service line a few feet away and that line was hit. The water was shut off for a couple of hours while doing the repair. There was a call from someone on Moore Lane about a possible water leak. The homeowner had standing water in their yard. The leak was repaired. Cold mix was used to fill potholes around town as tester sites, instead of using gravel to fill the potholes. Sprinklers have been blown out for winter. Zach passed both his water exams. The GMC has lots of issues and is not running. The Town purchased a Ford F150 to replace the GMC. One-way signs have been ordered, not sure when they will be here. They will put up in the spring unless they get the signs soon enough to put in before the ground gets too hard. There is no update on well 6. Less than a year for the redundant well.

**Finance**- The expenditure for the liability insurance that is at 198% was not budgeted for. This was an oversite and will do a budget amendment. Working on the rest of the expenditures from when the clerk started in July. Along with the distribution of the funds and claims, making sure claims are put into the proper funds. Claims have been paid for the past few months once a month. Discussion about when to pay the invoice/claims. Decision was that Tammy or Tonya will come in once a week to sign cheeks. Discussion on the budget, Mayor Edwards had planned to go over the budget and make any amendments in January which would be the middle of the year. Bob Stump explained that to look at the more at the general fund number not so much the individual fund numbers. As long as the bottom line doesn’t exceed what is budgeted for. A work meeting was discussed and decided to have one on November 30th at 9am at Town Hall. Between October and November till now claims are about $50,000. There is a call in to MMIA about the playground equipment that was just installed. The audit for FY 21-22 is being worked on, we are about 10% for FY 21-22 at this time.

**Mayor**- planning board report- went before the planning board and presented changes for the Growth Plan Policy. The planning board gave their approval. The changes have been made and will be on December 11, 2023, and will be in the paper this week. Challenge with the GIS/Town Boundary map, when Tom Roberts asked for a map from the county, the GIS map is inaccurate. Looking into why the map is inaccurate and getting it straightened out, one of the inaccuracies is the streets. One street says it’s the towns but doesn’t show on the map, or vice versa. A suggestion was to check with the census bureau.

Will discuss snow removal issues with the ordinance. The state maintains Main Street. There was a problem with the snow on Main Street with the snow being left in a handicapped parking space. We have a MOU with the state that we keep the sidewalks clean. The state doesn’t want us to do anything on Main Street, no sand or ice melt. They just want us to clean the side streets. Working on how to make this better.

ARPA money- got all the forms filled, will submit the forms once the county is finished signing their MOU to the state.

New money coming from HB355 which goes to infrastructure, water/sewer, wastewater, streets/roads, or any public building that needs to be improved or upgraded, this needs to be submitted to the state by the end of December, stating where we would like the money to go to. Next year will have that money available. Public input at December’s meeting.

Triple Tree has submitted the incept grant.

**Town Council**-Tammy went to the MMCA, guest speaker spoke about conflict to conversation, all cities/towns struggle with communication and conflict. It’s up to us to figure out our best working relationship, mayor, staff, council, and the public. Tammy spoke with Britani Laughery at MMIA about safety checks. They come in and check the safety of staff and equipment. Another concern was about moving forward on the zoning and naming the advisory? It will be discussed later in the meeting. Mike would like to link into zoom because of the bad weather coming up and people who are not able to make it. Jan attended the planning board and was impressed with how efficient the meeting was run and would like to see the Town Council to run the same. ~~Regarding the growth policy, the county planning board said that the town should follow the county’s subdivision regulations. What the growth policy doesn’t say is we will consider subdivision regulations. We do have subdivision regulations that need to be updated.~~ Discussion with the public about the growth policy plan and subdivision regulations. The town of Sheridan is missing a member on the planning board. Training with MSU went well on the 8th. Jan also spent time at the county clerk recorder’s office. We have in town property deeds, easements, there is not an encumbrance on the owners on Park Street. Wasn’t able to find an encumbrance on Park Street. Tonya doesn’t have anything.

**Boards and Committees**

**MSIT**- would like to report that one of the donor’s plaques on the light posts has been scratched off again. Located south of the post office. That plaque has been replaced four or five times. The cost is over $100 each time it needs to be replaced. Would like to get a game camera or something to be able to see who is doing it. They are about to change out banners and decorations before the Christmas Stroll. Discussion went on about the signpost and the MSIT believed that it would be on this month’s agenda. It will be on the agenda and will be a long meeting if it is put on the agenda for next month. Mayor would like to have it talked about as a general idea. Mayor would like to table this issue until the January meeting, it has been tabled until January’s meeting. There will be an action and that will be the final decision.

**Park District Board**-No report

**SCCF**-nothing to report except getting ready for the Christmas Stroll.

**New Business**

Public Records Request Discussion/action- Tom Roberts was sent a certified letter asking to give out the names of those who were on the committee. Tom’s response was he isn’t going to release the information. Stephanie Kruer will continue with the next steps, whether it is going to the County Attorney or going further. Bob Stump commented on the records that were compiled with meetings that Tom put together himself. Tom has created records about town business. He didn’t turn over the records to anyone. Kate Rose (reporter) spoke with Tom, and he implied that he’s not doing it and people on the committees asked him not to because they are concerned for their safety. The discussion was moved to the council. Jan said that someone requested a Draft Zoning Ordinance, they were turned away from the town office and they were given the document from Jan. That was produced during the last council meeting and therefore open to the public. The document is not ~~relevant~~ intended to produce the actual land development regulations, because there is no name on who wrote the document. It should not be called Draft Zoning Ordinance was a suggestion. No action needs to be taken because during the previous meeting the council voted for Stephanie to follow through with the issue.

Triple Tree Engineering work orders Discussion/action

-Zoning- they are working on a proposal and will have it for next meeting. The draft copy of the Zoning Ordinance will go to Brad Koon at Triple Tree.

-Water line replacement -there are a couple of different options to replace the water line on Moore Lane. Part of the reason it needs to go through the engineer is because of needing permits. Bob Stump is not sure it is a town problem as opposed to a private citizen problem because it is not a main it is considered a service line. Mayor Edwards is looking for a motion to provide Triple Tree to do a work order for both zoning, and water line replacement on Moore Lane. Tammy “I so move that we ask Triple Tree Engineering that we do work orders with Triple Tree Engineering regarding zoning and water line replacement on Moore Lane, Mike seconded. ~~Discussion with the public~~ Forwarded public comment on to Triple Tree. During council discussion, Jan would like to amend the motion, but the motion was already seconded and can’t be amended. Jan has reservations that the motion is not specific enough. Roll call, Tonya yes, Jan no, Mike yes, Tammy yes. Motion passed.

Policy Development Discussion- would like to table till November 30, 2023, 9am. Tammy “I so move that we move the policy development discussion to November 30th at 9am. Seconded by Mike. All in favor, motion passed.

Existing Ordinances Review-ordinance review, Mayor Edwards wanted to review not looking for a vote. Edwards was concerned about ordinance 107 Removal of Snow, due to public comments. Tammy would like to table the ordinance till December. Discussion about town court with public and council members. Mayor Edwards explained that we are looking into the process with a judge. Ordinance 111 was discussed, Mike brought up about section 2 and Mayor Edwards gave her recommendation of removing that section due to there not being a gun range in town anymore. Another area ordinance to talk about is RV parking. Discussion went around about creating a new ordinance or modifying the ordinance. Jan “I would like to make a motion to table the ordinance discussion till the November 30th work meeting with a request that the ordinance numbers that we are looking at be on the agenda”. Tonya seconded the motion. Discussion went around the council members. All in favor, motion carried.

Selection of Council President- letter came and was read recommending Mike Zielinski as Council President. Jan was nominated, Tammy was nominated because she has been around the longest. Tonya was also nominated. No more comments from the public. Tonya would like to nominate Tammy, she’s been here the longest, easy to talk with, and considers options. No further discussion. Tonya “I motion that we appoint Tammy as Council President”, seconded by Mike, no further discussion. All in favor, motion passed.

Adjourn: Tonya motioned to adjourn the meeting, Mike seconded, all in favor, motion passed. The meeting adjourned at 9:40pm.