

*The City of*  
**HARDIN**

406 North Cheyenne  
Hardin MT 59034  
(406) 665-9292

**AGENDA**

**September 18, 2018**

401 North Cheyenne

**Special Council Meeting**

**6:30 p.m.**

○ **Alderman 2 Candidates**

Anna L. Stobaugh

Randen Schoppe

Rhonda S. Johnson

Riley C. Ramsey

**Public Comment:**

**CLOSED Session – Discussion**

**OPEN Session**

○ **Alderman Selection**

○ **Swearing In**

*Meeting adjourned at \_\_\_\_\_ P.M.*

Anna L Stobaugh

506 4<sup>TH</sup> ST W

Hardin, MT, 59034

August 16, 2018

Dear Mayor Joe Purcell:

Recently I noticed in the *Briefs* that there was a vacancy on the Hardin City Council for an Alderman for Ward 2. I want to be considered for this position.

I have lived and worked in the Hardin area for the last 21 years with nearly 11 of those years at my present address in Hardin. I think my presence on the Council would be of benefit to those I would represent, fellow councilmen, the City and the greater Hardin area. I am a team player and have showed that ability in my work as Director of Helping Hands Food Bank for 9 years and presently at the WIC (Women, Infant and Children) Program where I have been employed for the last 8 years. I have worked hard to build both these programs while expecting and teaching recipients to learn self responsibility. Both jobs have afforded me the opportunity to create and maintain trusting relationships across cultural, racial, age and ability lines. I value these relationships highly in that they make my life and my city so much richer.

I have always tried to live my life with personal integrity, representing myself, my employers and the organizations I have volunteered for with respect and professionalism. I believe I will bring great ideas and an ability to search out workable solutions to issues the City Council faces.

Thank you for considering me for this position. If you have further questions or would like an interview, please contact me at

Sincerely,

A handwritten signature in cursive script that reads "Anna L Stobaugh". The signature is written in black ink and is positioned below the word "Sincerely,".

Anna L Stobaugh

Dear Mr. Mayor,

My name is Randen Schoppe and I am writing this letter in response to the request for a letter of interest for the position of Alderman in Ward 2 on the Hardin City Council. I am a resident of Ward 2 and meet all of the local and state requirements for that position. I've been a resident of Big Horn County for the last twenty-two years and a resident of Hardin for the past seven years, since my wife and I purchased our home.

When I heard about the position being open, I discussed the possibility of applying with the outgoing Councilman Darren Zent. Darren strongly encouraged me to apply for this position.

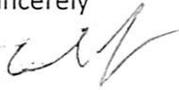
I've been an attorney, practicing in Hardin for the past twelve years. In my practice I've handle a wide range of matters including criminal law, civil law, and representing financial and tribal agencies.

During my time in Hardin I've been active in many local causes including serving as Chairman of the Helping Hands of Hardin Food bank for the past ten years. As Chairman of the Helping Hands Food Bank I've worked in numerous fundraising and grant situations and I've worked with the Food Bank Board in hiring and supervising employees.

Throughout my time in Hardin, I have always worked at making Hardin a place that I am proud to live in and call home.

Thank-you for your consideration,

Sincerely



Randen Schoppe



**Big Horn County**



**Randen Schoppe**  
Deputy County Attorney

Big Horn County Attorney's Office  
121 West Third Street, Room 223  
Big Horn County Courthouse  
rschoppe@bighorncountymt.gov

P.O. Box 908  
Hardin, MT 59034  
(406)665-9720  
Fax (406)665-9724

**RHONDA S. JOHNSON**  
632 5<sup>th</sup> Street West  
Hardin, MT 59034

August 16, 2018

The Honorable Joe Purcell  
Mayor  
**City of Hardin**  
406 North Cheyenne Avenue  
Hardin, MT 59034

*via hand delivery*

Dear Mayor Purcell,

Please accept this letter as my expression of interest in serving the remaining term as alderman for Ward 2 of the Hardin City Council.

I have a strong belief in the importance of public service and in giving back to the community, which gave me so much. I want to work with our community to ensure a prosperous future for Hardin and its citizens.

I lived the first 18 years of my life in Hardin, graduating from Hardin High School. It was members of our community, who encouraged and supported me in my application to the AFS foreign exchange program. With AFS, I went to Japan to study and discover about Japan, and in the process, learned a lot about myself, as well as about Montana and the United States. It was that opportunity that shaped my life and I will be forever grateful for the opportunity given to me by people here in Hardin.

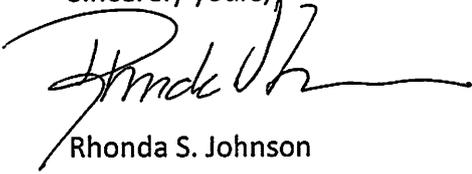
For the next 30 years, I took advantage of other opportunities afforded to me to live, work, and explore several of the finest cities in the United States and the world. In each of these experiences, I learned about the challenges faced by, and the successes of, each of those cities. While some cities faced unique circumstances, there are many lessons that can be shared, adapted, and applied to many other cities, including Hardin.

I returned to Hardin in 2014 to be closer to family and to live in the area that I love. I purchased the Clawson home on 5<sup>th</sup> Street to reestablish my roots in Hardin, made new friends and reconnected with old friends, and have tried to do my part to contribute to the future of Hardin.

Much of my career outside of Montana was focused on the areas of finance and communications, most recently in the field of Investor Relations for two public companies. I have spent that last four years working in human resources for Big Horn County. I have brought my financial analysis skills to bear on the County's wage, benefit and budgetary processes, and I have learned much in dealing with the various applicants, employees and County citizens. Each of my jobs has taught me the importance of listening, whether to an investor in company stock, an employee with job-related questions, or a citizen with concerns. I believe that people want and need to be heard, and want to be a part of the solution.

I am very interested in the opportunity work with you and all the members of the Hardin City Council, and our citizens, to continue to build a thriving future for Hardin. Thank you for your consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Rhonda S. Johnson", with a long horizontal flourish extending to the right.

Rhonda S. Johnson

RECEIVED  
AUG 14 2018  
BY: \_\_\_\_\_

August 14, 2018

**To:** Mayor Joe Purcell  
406 N. Cheyenne Avenue  
Hardin, MT 59034

**From:** Ramsey, Riley C.  
604 N. Choteau Avenue  
Hardin, MT 59034

Dear Mayor Purcell:

This is my letter of interest for the opening position of ALDERMAN for WARD 2, per the public notification on the Hardin City website, as well as listed in the Original Briefs. I am currently employed by the Hardin School Districts in the transportation department, as a bus driver for many different school activities, including driving charter and yellow buses. I also am employed as a summer Traffic Education teacher, teaching for the last three summers, including this summer. I drive route buses for Cannon Transportation as well. I previously had been a Paraprofessional in the Middle School for seven years, as well as a Math Teacher for one year. I am married, and have two daughters, who will be attending the Primary and Intermediate schools this year.

As an employee of the Hardin Schools, and because of my time spent in the classroom and working with many in administration across many positions at the schools, I feel that I have a lot of experience to bring to the table regarding this public service position. I also have past business experience in the insurance industry, and automotive sales. I am very interested in details, especially when it comes to working with companies for the best value/price in the procurement of goods, and in discussing future plans with different groups of people, and my family.

I have a natural ability to work with people, and develop great relationships. My diverse experience in business and public education has positively contributed to this quality. I wish to thank you for your time in reading this letter, and considering me for the position of Alderman. I look forward to hearing from you, and discussing the details of how I can serve the city of Hardin.

Sincerely,



Riley C. Ramsey

**AGENDA**

*The City of Hardin  
406 N. Cheyenne Avenue  
Hardin, MT 59034*

**September 18, 2018**

**MEETING CALLED TO ORDER AT 7:30 P.M.  
PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor: \_\_\_\_\_  
Alderpersons: Karen Molina \_\_\_\_\_ Clayton Greer \_\_\_\_\_ Tony Maxwell \_\_\_\_\_  
Harry Kautzman \_\_\_\_\_ Jeremy Krebs \_\_\_\_\_

**CONSENT AGENDA: MINUTES OF PREVIOUS MEETINGS and CLAIMS**

Council Meeting & Public Hearings 9/04 Streets & Alleys 9/04 Landfill 9/04  
Public Hearing 9/06  
Claims

**PUBLIC COMMENT:**

**MAYOR:**

- o Montana Community Foundation
- o Secretary of State Corey Stapleton

**COMMITTEE REPORTS:**

- **Personnel Committee/City Policy:** Mayor
- **Sewer & Water:** Maxwell
- **Law Enforcement:** \_\_\_\_\_
- **Streets & Alleys:** Kautzman
- **Parks & Playgrounds:** Krebs
- **Finance/Landfill:** Greer
- **Resolution and Ordinances:** Molina

**SPECIAL COMMITTEES:**

**PETITIONS & COMMUNICATIONS:**

- o City-County Planning Board Minutes

**UNFINISHED BUSINESS:**

- o Law Enforcement negotiations
- o Bomag

**NEW BUSINESS:**

- o Stahly – RD Grant
- o Rural Fire Assistance Grant – \$11,000

**STAFF REPORTS**

- **Public Works:**
- **Finance:**
- **Legal:**
  - o City-County Garbage contract
- **Economic Development:**

**RESOLUTIONS & ORDINANCES:**

Resolution NO. 2178 – Adopting A Capital Improvement Plan

**ANNOUNCEMENTS:**

Employee Anniversaries – Randy Melville - 12 years & Vicky O’Neil – 7 years  
Coal Board meeting - Colstrip September 20, 2018 at 8:30 a.m.  
MLCT 87<sup>th</sup> Annual Conference – Butte, MT September 26-28, 2018.  
Montana Public Safety Forum – October 1-4, 2018 – Missoula, MT – Registration is open  
Big Horn County Hospital Groundbreaking Ceremony – Wednesday, October 3<sup>rd</sup> 5:30 p.m. – 7:30 p.m.  
Montana Trails Recreation & Park Association Annual Conference – Helena, MT October 15-17, 2018

*Meeting adjourned at \_\_\_\_\_ P.M.*

*Additions to the Agenda can be voted on by Council to add to the Agenda for the next Council meeting.  
Agenda items will need to be submitted by Thursday noon before a Tuesday Council meeting.*

*City of Hardin*

Submitted for Approval

September 18, 2018

	CLAIM No.		Monthly Total
July, 2018	23654	\$	84.97
August, 2018	23641 - 23652 23656, 23661, 23662	\$	28,064.08
September, 2018	23653, 23655 23657 - 23660 23663 - 23669	\$	25,825.10
<b>TOTAL Submitted</b>		\$	<b>53,974.15</b>

**Claims or Expenditures over \$5,000**

per Resolution #2064

Vendor	Check #	Purpose	Amount
STAHLY ENGINEERING & ASSOCIATES INC	33181	Terry Ave engineering	14,009.21
STAHLY ENGINEERING & ASSOCIATES INC	33182	professional services	<u>355.00</u>
<b><i>EXEMPT from Resolution 2064:</i></b>			
<i>NORTHWESTERN ENERGY</i>	<i>33163</i>	<i>electricity</i>	<i>18,867.80</i>
<i>US BANK NATIONAL ASSOC</i>	<i>33168</i>	<i>tax receipts - transfer</i>	<i>5,603.79</i>

CITY OF HARDIN  
Claims Report

Vendor	Claim #	Check Amount
<b>For the Accounting Period: July, 2018</b>		
JAGADISH	CL 23654 33167	84.97
		<b>84.97</b>
<b>For the Accounting Period: August, 2018</b>		
BIG HORN COUNTY TREASURER	CL 23641 33154	394.00
CHEYENNE ESPINOZA	CL 23642 33155	48.25
BIG HORN COUNTY NEWS	CL 23643 33156	1,794.90
BILL'S AUTO PARTS	CL 23644 33157	703.63
ENERGY LABORATORIES INC	CL 23645 33158	300.00
FIRST INTERSTATE BANK (MASTERCARD)	CL 23646 33159	1,908.57
HAWKINS, INC	CL 23647 33160	1,747.98
TOWN & COUNTRY SUPPLY ASSN	CL 23648 33161	260.00
VERIZON WIRELESS	CL 23649 33166	604.96
THE ORIGINAL BRIEFS	CL 23650 33162	570.40
NORTHWESTERN ENERGY	CL 23651 33163	18,867.80
TITAN MACHINERY INC	CL 23652 33164	739.63
BIG HORN HOSPITAL ASSOCIATION	CL 23656 33170	50.00
ST Vincent Occupational Healthcare	CL 23661 33175	30.00
UTILITIES UNDERGROUND LOC. CTR.	CL 23662 33176	43.96
		<b>28,064.08</b>
<b>For the Accounting Period: September, 2018</b>		
ECOLAB INC	CL 23653 33165	52.66
US BANK NATIONAL ASSOC	CL 23655 33168	5,603.79
DIS TECHNOLOGIES	CL 23657 33171	837.00
CHRIS L SCHNEIDER	CL 23658 33172	59.76
DICK SALYER	CL 23659 33173	3,243.00
DORSEY & WHITNEY LLP	CL 23660 33174	512.00
* CASH	CL 23663 33169	100.00
MSU NORTHERN	CL 23664 33177	515.00
BEN FRANKLIN	CL 23665 33178	6.76
HACH CO.	CL 23666 33179	236.25
NORTHWEST SCIENTIFIC, INC.	CL 23667 33180	294.67
STAHLY ENGINEERING & ASSOCIATES INC	CL 23668 33181	14,009.21
STAHLY ENGINEERING & ASSOCIATES INC	CL 23669 33182	355.00
		<b>25,825.10</b>

CITY OF HARDIN  
 Check Report  
 September 18, 2018 meeting

BIG HORN COUNTY TREASURER	CL	23641	33154	394.00
CHEYENNE ESPINOZA	CL	23642	33155	48.25
BIG HORN COUNTY NEWS	CL	23643	33156	1,794.90
BILL'S AUTO PARTS	CL	23644	33157	703.63
ENERGY LABORATORIES INC	CL	23645	33158	300.00
FIRST INTERSTATE BANK (MASTERCARD)	CL	23646	33159	1,908.57
HAWKINS, INC	CL	23647	33160	1,747.98
TOWN & COUNTRY SUPPLY ASSN	CL	23648	33161	260.00
THE ORIGINAL BRIEFS	CL	23650	33162	570.40
NORTHWESTERN ENERGY	CL	23651	33163	18,867.80
TITAN MACHINERY INC	CL	23652	33164	739.63
ECOLAB INC	CL	23653	33165	52.66
VERIZON WIRELESS	CL	23649	33166	604.96
JAGADISH	CL	23654	33167	84.97
US BANK NATIONAL ASSOC	CL	23655	33168	5,603.79
* CASH	CL	23663	33169	100.00
BIG HORN HOSPITAL ASSOCIATION	CL	23656	33170	50.00
DIS TECHNOLOGIES	CL	23657	33171	837.00
CHRIS L SCHNEIDER	CL	23658	33172	59.76
DICK SALYER	CL	23659	33173	3,243.00
DORSEY & WHITNEY LLP	CL	23660	33174	512.00
ST Vincent Occupational Healthcare	CL	23661	33175	30.00
UTILITIES UNDERGROUND LOC. CTR.	CL	23662	33176	43.96
MSU NORTHERN	CL	23664	33177	515.00
BEN FRANKLIN	CL	23665	33178	6.76
HACH CO.	CL	23666	33179	236.25
NORTHWEST SCIENTIFIC, INC.	CL	23667	33180	294.67
STAHLY ENGINEERING & ASSOCIATES INC	CL	23668	33181	14,009.21
STAHLY ENGINEERING & ASSOCIATES INC	CL	23669	33182	355.00

**53,974.15**

**THE COMMON COUNCIL  
CITY of HARDIN, MONTANA**

**PUBLIC HEARING:** Public Hearings for the **Intent to Increase Water and Sewer Rates and Budgets, Levies, and Assessments** was opened at 7:00 p.m. by Mayor Purcell.

Present at the Hearing were:

Council Members: Harry Kautzman, Clayton Greer, Tony Maxwell, and Jeremy Krebs.  
City Staff: Finance Officer/City Clerk Michelle Dyckman, Public Works Director Rock Massine, Deputy City Clerk Angela Zimmer, City Attorney Jordan Knudsen, and several members of the public were also present.

Kenny Kepp asked what the proposed increases were for water and sewer. Dyckman reported only the sewer rate would be increasing and there will now be a reconnect fee for every reconnection. He asked if the increase was to get to the target number for grants applied for the Wastewater Treatment Plant upgrades. She noted the City is above the target rate for sewer. Water is below the target rate.

Mike Martinsen commented the north side of his house is 400 feet from sewer access and one piece of his property does not have any access. He noted it has been suggested that he could subdivide his 8 acre property, but he cannot because he doesn't have access to sewer services. He added it is making it difficult for him to sell his property, he is "landlocked". He voiced he pays more taxes than most people in town and that he could sell it if he had services and if a person was able to have animals on the property. He asked Council for suggestions of what he can do.

The Public Hearing was adjourned at 7:08 p.m.

**COUNCIL MEETING:** The Regular Council Meeting for September 4, 2018 was called to order at 7:30 p.m. with Mayor Joe Purcell presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Harry Kautzman, Clayton Greer, Tony Maxwell, Karen Molina, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Director Rock Massine, Deputy City Clerk Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS & CLAIMS:** Kautzman made the motion to approve the Council and Committee minutes as written for August 21, 2018. Motion seconded by Krebs. On a voice vote, the motion was unanimously approved.

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
June, 2018	23575	\$ 800.00
August, 2018	23562 - 23574	
	23576 - 23614	
	23639 - 23640	\$ 89,645.13
September, 2018	23615 - 23638	\$ 172,276.91
<b>Claims Total (Expenditures)</b>		<b>\$ 262,722.04</b>
August, 2018 Payroll		\$ 124,371.52
<b>TOTAL Submitted</b>		<b>\$ 387,093.56</b>

Kautzman seconded. On a voice vote, the motion was unanimously approved.

**PUBLIC COMMENT:**

Bill Hodges, Foundation Director of the Big Horn Memorial Hospital Association, extend a Thank You to the Council for endorsing the hospital for the Community Development Block Grant Program (CDBG). He gave invitations to Council and announced the ground breaking ceremony for the hospital renovation is scheduled for Wednesday, October 3<sup>rd</sup> at 5:30 p.m.

Cory Kenney referenced the letter from the County Commissioners and asked how much the city gets for alcohol related citations. He suggested a membrane roof to be placed on the roof at City Hall is the decision is to replace it.

Debbie Winburn reported there is a lot of foot traffic behind the 1100 block of Crawford. Also, people are going in and out of an abandoned home on Center Avenue. She would like to see the home secured or taken down.

Kevin Cannon asked what the procedure would be to purchase a vacant lot that is owned by the City. Mayor Purcell reported it will be looked into.

**MAYOR:**

Mayor Purcell reported there is not any new information on the power plant, negotiations are in progress for the Detention Center, Secretary of State Corey Stapleton will be in Hardin to meet with local community leaders on September 13<sup>th</sup>, a public hearing for the Community Needs Assessment is scheduled for Thursday, September 6<sup>th</sup> at 6:30 p.m., and the Montana Community Foundation has a schedule meeting in Red Lodge the 17<sup>th</sup> and 18<sup>th</sup> of September.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Purcell reported the Operator in Training I position at the Wastewater Treatment Plant has been filled and applications are still being accepted for the Landfill position.

**Sewer & Water:**

Maxwell reported the skirting for the clarifier at the Wastewater Treatment Plant has been repaired.

**Law Enforcement:**

A reply letter was received from the County regarding the Law Enforcement Agreement.

**Streets & Alleys:**

Kautzman reported the committee discussed residential parking at the residences of Mitch Evans and Jean Miller. The parking at the Primary on the south side of Third Street will be monitored to see how the parking situation develops.

**Parks & Playgrounds:**

Krebs reported the new slide has been installed at South Park and two mini excavators for the park have been purchased and will be installed in the future.

**Finance/Landfill:**

Greer reported budgets updates included potential repairs costs for the Bomag and fees associated with surveying and engineering costs to extend the life and longevity of the landfill.

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**PETITIONS & COMMUNICATIONS:**

The City received the Continuing Disclosure from U.S. Bank. \$169,218.91 will be paid on September 5<sup>th</sup>. This represents a partial payment of the interest money due on March 1, 2017.

**UNFINISHED BUSINESS:**

Mayor Purcell reported the previous estimates provided by Pine Ridge Roofing LLC for the roof at City Hall are still good. Krebs asked if the replacement was budgeted for. Dyckman reported it is in the budget updates. Greer asked for the current roofing to be salvaged. Kautzman motioned to approve up to the estimate amount of \$18,850 and to maintain ownership of the removed roofing material. Krebs seconded. On a voice vote the motion was unanimously approved.

Mayor Purcell provided a summary of the letter received from Big Horn County Commissioners regarding law enforcement negotiations. They have denied the previous offer from the City. Krebs reported the amount will only go up after the three years and the annual increases will compound on itself. He added the victim witness fees should go to the County. Kautzman motioned to deny the counter offer. Greer seconded. On a voice vote the motion was approved. (4/1) Molina recused. A committee meeting will be scheduled to discuss further negotiations.

Knudsen reported he is waiting for information regarding the amount of fines and fees collected by City Court. Dyckman referenced the proposed budget and reported \$76,500 was collected in fiscal year 2017-2018. Krebs noted that amount is used for the operation of City Court.

**NEW BUSINESS:**

Kautzman motioned to approve residential parking signs to be installed at the residences of Mitch Evans and Jean Miller. Krebs seconded. On a voice vote the motion was unanimously approved.

Dyckman reviewed the auditor contract from Tripp & Associates. Kautzman motioned to approve the contract. Greer seconded. On a voice vote the motion was unanimously approved.

Massine reported the cathodic protection in the water tank is in need of repair or replacement. Greer motioned to authorize up to \$16,000 for the project. Kautzman seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Massine reported the Terry Avenue Project looks good and is done other than a few items from the "punch list" that will be addressed.

**Finance:**

Dyckman reviewed budget changes for Fiscal Year 2018-2019.

**Legal:**

Knudsen reported he has been in contact with Love's Travel Stop regarding negotiations for an easement on the south edge of their property. Love's Travel will conduct a survey.

**Economic Development:**

Mayor Purcell reported the Billings Community Foundation met recently and he will attend the Montana Community Foundation meeting in Red Lodge September 17<sup>th</sup> and 18<sup>th</sup>.

**RESOLUTIONS & ORDINANCES:**

**Resolution NO. 2169: Amending the Landfill Fee Schedule.** Greer motioned to approve the resolution. Krebs seconded. On a voice vote the motion was unanimously approved. Knudsen reported he sent a letter to the County to determine how much they will pay for county residents to dispose of garbage at the landfill. He has not currently received a response.

**Resolution NO. 2170: Assessing the cost of Garbage Disposal to City Property Owners for Fiscal Year 2018/2019.** Kautzman motioned to approve the resolution. Greer seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2171: Assessing the cost of Maintaining Special Improvement Lighting District No. 1, to the Property Owners of said District, for Fiscal Year 2018/2019.** Kautzman motioned to approve the resolution. Greer seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2172: Assessing the Cost of Maintaining Special Improvement Lighting District No. 54, to the Property Owners of said District, for Fiscal Year 2018/2019.** Kautzman motioned to approve the resolution. Greer seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2173: To approve Assessments Being Placed on the Real Property Tax Rolls as a Special Assessment.** Greer motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved

**Resolution NO. 2174: Approving and Adopting the Budget for the Fiscal Year 2018/2019.** Kautzman motioned to approve the resolution. Krebs seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2175: Taxes / Levies Fiscal Year 2018/2019.** Kautzman motioned to approve the resolution. Greer seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2176: To Increase Rates and Charges for the Users of the Water and Sewer Systems.** Greer motioned to approve the resolution. Maxwell seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2177: Establishing Wages of a Non-Union Employee for the Remainder of Fiscal year 2018/2019.** Krebs motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Ordinance NO. 2018-11: Amending City Code Regarding Dangerous Animals.** Krebs made a motion to approve the second reading of the ordinance. Greer seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

Mayor Purcell reported a Public Hearing providing information on the Community Needs Assessment will be held on September 6<sup>th</sup> at the Hardin Depot at 6:30 p.m., Secretary of State Corey Stapleton will be in Hardin September 13<sup>th</sup>, Ward 2 Alderman candidates will have an opportunity to address the public and Council on September 18<sup>th</sup> at 6:30 p.m., the next Coal Board meeting will be in Colstrip on September 20<sup>th</sup> at 8:30 a.m., Montana Leagues of Cities and Towns 87<sup>th</sup> Annual Conference will be in Butte from September 26<sup>th</sup>-28<sup>th</sup>, and Montana Trails Recreation & Park Association will hold their Annual Conference in Helena October 15<sup>th</sup>-17<sup>th</sup>.

The meeting closed at 8:29 p.m. to discuss legal litigation.

Greer motioned to adjourn the meeting. The meeting adjourned at 8:37 p.m.

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**Joe Purcell, Mayor**

**ATTEST:**

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**Michelle Dyckman, Finance Officer/City Clerk**

## City of Hardin

### Streets and Alleys Committee Meeting

September 4, 2018

The Streets and Alleys Committee Meeting began at 6:30 p.m. In attendance were Committee members Harry Kautzman, Jeremy Krebs, and Tony Maxwell. Council member Clayton Greer and Mayor Joe Purcell were also present. City Staff members present were Finance Officer/City Clerk Michelle Dyckman, Public Works Director Rock Massine, Deputy City Clerk Angela Zimmer, City Attorney Jordan Knudsen, and several members of the public.

Public Comment: N/A

Kautzman reported he has concerns about the signs that were taken down along the Primary School on the south side of Third Street. He is worried about kids running across the street. Greer suggested loading and unloading zones. He added there are schools in Billings that only allow traffic to go one way around them. Krebs communicated the signs at the Primary have made pick up and drop off better and he thinks one way traffic isn't necessary in Hardin. Kautzman expressed that loading and unloading there is fine, but his concern is vehicles being permanently parked there and children dashing between them. There hasn't currently been any problems, so it will be monitored.

Kautzman reported Mitch Evans and Jean Miller requested residential parking signs at their homes. Massine will work with committee members and order signs.

The meeting adjourned at 6:47 p.m.

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Harry Kautzman, Committee Chairman

ATTEST:

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Angela Zimmer, Deputy City Clerk

## **City of Hardin**

### **Landfill Committee Meeting**

September 4, 2018

The Landfill Committee Meeting began at 6:47 p.m. In attendance were Committee members Clayton Greer and Jeremy Krebs. Council members Harry Kautzman, Tony Maxwell, and Mayor Joe Purcell were also present. City Staff members present were Finance Officer/City Clerk Michelle Dyckman, Public Works Director Rock Massine, Deputy City Clerk Angela Zimmer, and City Attorney Jordan Knudsen; and several members of the public.

Public Comment: N/A

Massine reported he is currently researching a value for the Bomag. Kautzman suggested putting the equipment out for bid. Massine reported the equipment needs repair. Chris Schneider, Landfill Lead, added the City may be able to make the repairs. Greer noted another committee meeting will be scheduled after estimates are received.

Massine reported a meeting was held with engineer Barry Damschen. He recommended for the City to have a survey completed to get specifications of the current air space available and also to analyze the life of the cell. The total estimate for a surveyor and engineering costs is approximately \$35,000. Greer asked if the cost was in the budget. Dyckman reported it is one of the changes that is listed in the budget updates.

The meeting adjourned at 7:00 p.m.

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Clayton Greer, Landfill Committee Chairman

ATTEST:

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Angela Zimmer, Deputy City Clerk

## **City of Hardin**

### **Public Hearing**

September 6, 2018

The Public Hearing for the Community Needs Assessment began at 6:30 p.m. at the Hardin Depot. In addition to several members of the public, there was Mayor Joe Purcell, Council member Harry Kautzman, Finance Officer/City Clerk Michelle Dyckman, Public Works Director Rock Massine, and City Attorney Jordan Knudsen. Big Horn Hospital Association representatives included Foundation Director Bill Hodges; and Hospital Administrator Kristi Gatrell.

Mayor Purcell reviewed the results of the Community Needs Assessment. Shopping services, job opportunities, and industry were the most important developments citizens want to see in Hardin. Improving the City's Sewer System, Streets, and Economic Development were projects or programs that people indicated they would like to see prioritized. Purcell noted he has been in contact with industries who are interested in establishing businesses in the area. He opened the hearing up for discussion.

Gladys Herman said she didn't like the litter, especially from garage sales. Bart Hollis said there used to be a canister on the curb that pedestrians used to dispose their garbage. Now they just drop it in the street. Deb Winburn said there are three taxing jurisdictions: City, County and School. Taxes that are used to pay these employees are to stimulate our economy. Instead there are about 75 employees who live in Yellowstone County. At \$40,000 per job, that is about \$3,000,000 that is not here to stimulate Hardin's economy. She added that TRA is not working on economic development, and the City should spend money on an economic development person.

Vinetta Hollis talked about grocery shoppers approached by panhandlers, yet there are poor people that can only afford cat food. Mike Martinsen noted that it is pretty sad when you drive down the alleys. It could be better. He also asked about the dentist office going in behind Little Horn State Bank, Bighorn Valley Health Center building out by Shopko, and Reese and Ray's selling. Theresa Hert noted the distressing things going on in the community like public intoxication and fornication in the alley. She would like to see more patrolling done. Aaron Baker said he had been arrested for public intoxication when he was walking home from the bar. He asked why it was not being used. Hert said the public intoxication is now off the books, but that disorderly conduct could be used. She watched a panhandler at McDonald's giving hand signals to his friends showing how much he had received. He then walked across the street to buy liquor.

Winburn asked if they could prohibit the sale of single cans of alcohol. Knudsen replied he would need to look into that. Baker would not want to see that. Mrs. Hollis added that the deputies do not wave or say "Hi" when they drive by. The Mayor said the City is in the middle of negotiations on Law Enforcement. Hert asked what other cities do.

Jean Koebbe thought the worst trailer court in the United States was here. She sees little children eating and playing on the ground. She is tired of it. Nothing is cleaned up, and she got robbed. She moved to Hardin 64 years ago. There were nice lawns and care. She doesn't want to move to Billings; she doesn't want to leave the town she loves. She sees trailers that a dog shouldn't live in, she wants to tell what the south side of Hardin is like. Martinsen held that nothing will change unless people are accountable - - bring it back to the County Commissioners and the City Council.

Mrs. Hollis reiterated how she wanted to start a campground, but had difficulty complying with the public health standards. She wondered where the County Inspector was. She would like to see the City get rid of Section 8. Mr. Hollis asked if the City can approve or disapprove Section 8. Knudsen noted that is Federal.

Mr. Hollis said they have to live here. Mayor Purcell asked about going back to our own police department. Mr. Hollis replied that most people on a fixed income can't afford more. Mrs. Hollis said the alley way by the bowling alley needs to be cleaned up – it is like a highway.

Mike Opie asked if anyone has looked at MCA to see about eminent domain regarding urban blight, then take control of the property, fix it up, and sell it. Mr. Hollis responded “if I can't mow anymore, are you going to move me out?” Dyckman noted the City had done that with Hardin Trailer Court and is still trying to sell the lots.

Theresa Hert noted she had started a Crime Prevention Council and worked there for 7 years. Hardin needs a Community Watch program. That could be a good fix. Purcell noted on social media there is a good community watch. That could be part of the change.

Koebbe asked where the sanitarian was, you never see him. Baker noted he was the youngest in the room and would like to help with the community. He would like to see programs like the one where people helped build their own homes over by Town Pump. Sunset has trailers boarded up. His brother is moving back and doesn't want to deal with Sunset, Laurie, or Seder. There needs to be housing development.

Mayor Purcell asked about having Operation Sparkle two or three times a year and getting the youth involved. If the kids are involved, they will keep off the streets – pool, skateboard park, etc. Mrs. Hollis said that you can't go to the parks: people from Crow use them and you can't get in. Purcell responded as long as they're not abused, that is what the parks are for. The City crews do an excellent job of keeping them up. He asked about shopping services. Mrs. Hollis responded a clothing store. Mr. Hollis added that if something pops up here, they are open for six months, then go bankrupt. Look at the houses for sale.

Martinsen remembered when there were grocery stores here. A store wanted to come in, but they couldn't beat down City Council to come in. Now they take our wealth and move on. Then there are the teachers that live in Billings.

Mayor Purcell observed that we need to promote ourselves. Martinsen added that the community needs to pick up its image somehow. Purcell said there is a Main Street program that will help with establishing businesses. Chris Schneider asked how big is the prison. You could put a grocery store in there. That would bring in another business and so on. Pretty soon it is up and running. Randen Schoppe quipped that would be a “gated” community. Mrs. Hollis would like a clothing store with western clothes, etc. Now they are just jacking up the price of a business. Help the people who want to start a business; give them a break.

Purcell added there are opportunities out there. There is a community Foundation. What kind of industry should we have? Love’s just came in. Mr. Hollis asked how many employees are at the power plant. The response was around 12. Purcell noted there are things in the works. Shirley Margheim said she had a hard time hearing in the back; too many people talking.

Purcell went back to the responses in the Community Needs Assessment when people were asked the five projects they wanted to see. Some of the top responses were sewer system improvements and economic development. Stahly Engineering is looking at grants to help us prepare to go forward with sewer improvements. The budget was approved with an increase in sewer rates increased gradually to help us prepare. Terry Avenue in front of the high school has been completed, and there are compliments on that. But there is plenty more to do like work on the potholes. We will work on the list, but it is a slow process. We will be using Coal Board money for the Terry Avenue project and are going for a grant for a firetruck.

CDBG (Community Development Block Grant) requires a public hearing as part of its process. Council voted to sponsor the hospital for CDBG. This is a community project. They intend to get it done within a year so we (City) can apply for a sewer grant next.

At 7:25 p.m. Bill Hodges and Kristi Gatrell presented the Hospital’s plan to upgrade their facilities. The \$10.2 million dollar project would expand the emergency department and add six additional rooms for patients. It would also address HIPAA concerns about patient confidentiality and add patient-controlled access for better security. They will look at borrowing about \$7 million and hope to raise the other \$3.2 million through grants and donations. The hospital will be up and functional the whole time. They hope to get \$500,000 from the Coal Board and \$450,000 from CDBG. There will be no increase in taxes because the hospital is not in a hospital district.

Mrs. Hollis asked if the rates would go up. Hodges responded that they will be within cost of living adjustments (COLA) despite receiving \$47 reimbursement from Medicare/Medicaid for \$100 worth of services. Chris Schneider asked about parking. Gatrell responded that the old clinic will be taken down so that a parking lot can be put in there. Schneider replied that should help with people parking in front of residents homes. When asked about new doctors, Gatrell answered that both St. V’s and Bighorn Valley are recruiting.

Cliff Arbogast asked about dialysis. Gatrell replied that is was too expensive/cost prohibitive. Arbogast countered there is such a need. Gatrell noted that a transit bus could be possible, but Lame Deer and Crow Agency tried the dialysis. They are part of a big organization and could not make it work.

Hodges and Gatrell invited everyone to the groundbreaking on October 3 from 5:30-7:30. There will be food and entertainment.

At 7:40 Greg Steckler of Stahly Engineering reviewed the Wastewater Treatment Plant project. The existing plant was built in 1978 and has outlived its 20-30 years life expectancy. It will also address issues like installing a backup disinfection, removing particulates, and upgrading the headworks. To upgrade completely it is expected to cost \$11.3 million. The City is being proactive and applying for as many grants as possible such as TSEP (Treasure State Endowment Program), RRGL (Renewable Resource Grant and Loan), and CDBG. They will also apply for Rural Development funding. That could be up to 75% grant funding. However, there are different percentages depending on funding. The timeline is to design next year and in 2020 go into construction.

Mrs. Hollis asked if the system would go down. Steckler responded that the existing system will keep operating. They will also reuse as much as they can such as tanks and mechanical equipment.

Purcell noted there will be more public hearings for both the hospital and the wastewater treatment plant. He added that the City Council works for you, and they are open to public comment. To get on the agenda, it needs to be scheduled the Thursday before a meeting. He is at the office every day and an appointment can be scheduled to meet with him.

The hearing concluded at 7:54 p.m.

\_\_\_\_\_  
Joe Purcell, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Dyckman, Finance Officer/City Clerk

# CITY-COUNTY PLANNING BOARD

BIG HORN COUNTY

HARDIN, MONTANA

Box 305

59034

## REGULAR MEETING

August 13, 2018

The regular meeting of the City-County Planning Board was called to order by Chairman Jim Eshleman at 7:00 p.m. Other board members present were Debbey Warren, Linda Greenwalt, Karen Molina and Bill Hodges. Also present were CCPB secretary Gloria Menke, CCPB planner Cal Cumin and Nancy and Lee Cook, Alexa Vogel, Rodney Molina, and Anzuhe and Jaimie Aceves.

The re-appointment of Debbey Warren to the board was discussed. The position by law belongs to the conservation district, but because Gloria Menke, administrator for the conservation district, currently serves as the CCPB secretary, the conservation district board agreed to allow the CCPB to appoint the position. Debbey agreed she would like to continue on the CCPB. Consequently, Bill motioned, seconded by Linda, to appoint Debbey to the CCPB for another two year term. Motion carried – unanimous.

Debbey motioned, seconded by Linda, to dispense with the reading of the minutes of the March 12, 2018 and the July 16, 2018 meetings and to approve the minutes as mailed. Motion carried. Karen abstained from the vote because she was not present for the July 16, 2018 meeting.

Gloria presented the treasurer's report. The county account as of 7/31/18 has \$ 50,396.94. Four bills were presented: Big Horn County News - \$ 13.00 - legal advertising; Cal Cumin - \$ 4,800 for planning services (2), and Gloria Menke - \$ 250 for professional services and \$ 39.02 for postage. Following discussion Linda motioned, seconded by Bill, to approve the report and pay the bills presented. Motion carried – unanimous.

The FY 2018 financial report was reviewed. Bill questioned the types of permits that provided permit income. Following discussion Linda motioned, seconded by Karen, to approve the FY 2018 financial report. Motion carried – unanimous.

The pending conditional use application was discussed. Cal questioned if the board had read the letter from the Hardin City Attorney concerning the conditional use. He also noted to those present that this was not a public hearing and no comments from the audience will be allowed unless the chairman so allows.

Cal discussed the fact that a conditional use is the opportunity for the CCPB to require certain conditions on a proposed use. He suggested the possibility of requiring a wooden fence around the property, limiting the number of vehicles at the location, and requiring the City of Hardin to enforce its own codes. He recommended approval of the conditional use. Following discussion Linda motioned, seconded by Debbey, to recommend to the Hardin City Council approval of the conditional use application provided that an 8 foot new lumber vertical board fence be constructed around the area where vehicles are stored. Motion carried. Karen abstained from the vote because she has a conflict of interest.

Additionally, the CCPB agreed to suggest to the City of Hardin that they enforce their own existing codes concerning vehicle parking and repair of vehicles, specifically found in Title 10, Chapter 3 of the city codes. Cal agreed to write the letter.

Cal reported that the Growth Management Plan being updated is not quite ready for review, but updates will be emailed to the board in the next few weeks.

And the three board positions currently open have been advertised in the newspapers and will hopefully be filled in the near future.

Public comment was a query from Lee Cook about why the proposed conditional use board fence could not be sheets of metal instead, as they allow in Billings. The chairman replied that the decision has already been made.

Debbey mentioned that a representative from the Community Foundation will give a presentation at the upcoming Kiwanis meeting at noon at Three Brothers.

As there was no further business to come before the board, the chairman declared the meeting adjourned at 7:37 p.m.

Respectfully submitted,



Gloria A. Menke  
CCPB Secretary

APPROVED:

## Law Enforcement Increase Proposals

Percentage increases:

	Amount	1% Increase	Amount of 1% Increase	2% Increase	Amount of 2% Increase	3% Increase	Amount of 3% Increase
FY 2018	\$450,000						
FY 2019		\$ 454,500	\$ 4,500	\$ 459,000	\$ 9,000	\$ 463,500	\$ 13,500
FY 2020		\$ 459,045	\$ 4,545	\$ 468,180	\$ 9,180	\$ 477,405	\$ 13,905
FY 2021		\$ 463,635	\$ 4,590	\$ 477,544	\$ 9,364	\$ 491,727	\$ 14,322
<b>Total Increase</b>			\$ 13,635		\$ 27,544		\$ 41,727

Increase to taxpayers:

FY 2019		\$ 4,500		\$ 9,000		\$ 13,500
FY 2020		\$ 9,045		\$ 18,180		\$ 27,405
FY 2021		\$ 13,635		\$ 27,544		\$ 41,727
			\$ 27,180		\$ 54,724	\$ 82,632

Flat Amount Increases:

	Amount	\$9,000	Amount of Increase	\$11,000	Amount of Increase	\$13,000	Amount of Increase
FY 2018	\$450,000						
FY 2019		\$ 459,000	\$ 9,000	\$ 461,000	\$ 11,000	\$ 463,000	\$ 13,000
FY 2020		\$ 468,000	\$ 9,000	\$ 472,000	\$ 11,000	\$ 476,000	\$ 13,000
FY 2021		\$ 477,000	\$ 9,000	\$ 483,000	\$ 11,000	\$ 489,000	\$ 13,000
<b>Total Increase</b>			\$ 27,000		\$ 33,000		\$ 39,000

Increase to taxpayers:

FY 2019		\$ 9,000		\$ 11,000		\$ 13,000
FY 2020		\$ 18,000		\$ 22,000		\$ 26,000
FY 2021		\$ 27,000		\$ 33,000		\$ 39,000
			\$ 54,000		\$ 66,000	\$ 78,000



September 4, 2018

Mayor Joe Purcell  
City of Hardin  
406 N Cheyenne Ave  
Hardin, MT 59034

**Subject: USDA Rural Development Water & Environmental Engineering and Grant Writing for Funding Application in Support of Wastewater System Upgrades**

Dear Mayor and Members of the Council:

This letter and associated attachment is intended as a Scope of Work for Stahly Engineering & Associates to complete activities regarding funding from the USDA Rural Development Water & Environmental program for the City of Hardin Wastewater Treatment Upgrade Project. Your approval of this Scope of Work is required per our term agreement dated December 2, 2015. That agreement states that any projects assigned to our firm exceeding \$10,000 require a detailed Scope of Work and review and approval by the council.

The attached Exhibit A identifies the activities associated with each task anticipated for the services we will provide. The City of Hardin will reimburse Stahly Engineering for services based on time and materials spent on the project and will be subject to all other conditions of the existing term contract.

Please review this Scope of Work and provide comment if necessary. If agreeable to the council, please sign the Notice to Proceed below and return the original to our office. Thank you for the opportunity to provide services to the City of Hardin.

Sincerely,

**Stahly Engineering & Associates**

Robie Culver, Grant Writer  
Associate Principal

Greg Steckler, P.E.  
Project Engineer

**NOTICE TO PROCEED**

Stahly Engineering & Associates is hereby granted a notice to proceed for the efforts to prepare documents for the USDA Rural Development Water & Environmental Funding Application in support of the City of Hardin's Wastewater Treatment System Upgrade:

Owner: Mayor Joe Purcell, City of Hardin

Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## **Exhibit A City of Hardin USDA Rural Development Water & Environmental Application**

### **Scope of Work**

This Scope of Work is to provide support of a funding application to USDA Rural Development's Water & Environmental program. Funding from the program may provide both loan and grant funds to assist in the wastewater treatment system upgrades planned by the City in cooperation with Stahly Engineering & Associates who have prepared the Preliminary Engineering Report. The Scope includes assisting the City in preparing the RD Apply On-Line Application Intake form, any additional engineering documentation, including the Environmental Review, and optional administration services.

### **Phase 1 – Preparation of RD Apply – Application Intake (\$7,725)**

The following activities will comprise the scope of work:

1. Work in cooperation with the City of Hardin staff to establish RD Apply Authorizations. This provides Stahly Engineering and City of Hardin staff permission to enter responses, review responses, and submit application material. The process requires the approval of RD staff and coordination with authorized City of Hardin staff.
2. Work in cooperation with the City of Hardin staff to develop responses to the Uniform Application required by applications for loans/grants from Rural Development. This is mostly complete with previous submittals to TSEP and RRGL but may require some updating for RD.
3. Work in cooperation with the City of Hardin to develop responses to the RD Apply – Application Intake on line application. This involves the following information gathering/response:
  - a. Existing and Planned Facility Details (primarily from PER)
  - b. Land Rights
  - c. Retail and Wholesale Service Charges
  - d. Project Cost
  - e. Financial Information
  - f. Service Area Mapping
  - g. Attachments and Certifications (prepare docs, gather docs from previous applications, coordinate with City)
4. Coordination with City Council/City Staff as needed to present information on the application and the process.
5. Coordination with RD Staff and follow up on any additional information required.

### **Schedule**

The RD application is accepted on an ongoing basis. However, in discussions with RD Staff, it is recommended that the application be completed by October, 2018. It is anticipated that the Environmental Review and a draft of the RD on line application will be available for review by City of Hardin staff and Council by October 9, 2018. A review schedule will be coordinated with City staff to allow for revisions as necessary prior to submission of grant materials.

### **Budget**

This project will be billed based on an hourly rate plus expenses. A cost of \$7,725 is proposed to complete Phase 1 of the Scope of Work. Any changes to the Scope of Work will be negotiated based on the cost of the contract to date.

### **Phase 2 – Prepare Environmental Review (\$2,825)**

The scope of work includes the following:

1. Coordination with RD to confirm environmental and engineering information (in addition to the existing PER) that is required for the grant/loan funding application.
2. Creation of floodplain exhibits detailing the relative elevations and spacing of existing and proposed wastewater treatment facilities with respect to the high-water mark of the Bighorn River.
3. Creation of cost and technical feasibility comparisons between the alternatives in the PER (planned to be located within the floodplain at the existing treatment site) as opposed to siting of the upgrades outside of the floodplain. As a condition of funding upgrades within the floodplain, RD requires that supporting information is submitted to show that location of the appurtenances outside of the floodplain would be financially and/or technically unfeasible.
4. Compilation of the RD-specific environmental review document for submittal with the grant/loan funding application.

### **Schedule**

The RD application is accepted on an ongoing basis. The Environmental Review is required for the application. It is anticipated that the Environmental Review will be completed by October 1, 2018.

### **Budget**

This project will be billed based on an hourly rate plus expenses. A cost of \$2,825 is proposed to complete Phase 2 of the Scope of Work. Any changes to the Scope of Work will be negotiated based on the cost of the contract to date.

### **Phase 3 (optional – to be determined at a later date) – RD Grant/Loan Administration (\$7,500)**

The following activities will comprise the scope of work:

1. Coordination with RD and City of Hardin staff to complete all progress and financial reporting as necessary for the administration of RD loan or grant funds.

### **Schedule**

The loans/grants for this project to RD are anticipated to be awarded as early as December 2018 with grant administration activities anticipated to start as early as January 2019 and culminating with the end of the construction project. Once construction is complete, City staff will be responsible for ongoing financial obligations of the loan/grant reporting.

**Budget**

This project will be billed based on an hourly rate plus expenses. A cost of \$7,500 is estimated to complete Phase 3 of the Scope of Work. Any changes to the Scope of Work will be negotiated based on the cost of the contract to date.

**Summary of Costs**

Phase 1 – Uniform Application, RD Application:	\$7,725
Phase 2 – Environmental Review:	<u>\$2,825</u>
TOTAL CONTRACT AMOUNT (excluding administration)	\$10,550
Phase 3 (optional) – Grant Administration (up to 12 months of admin):	<u>\$7,500</u>
TOTAL OF ALL PHASES	\$18,050

The cost of the project will be positively affected by that continued spirit of cooperation and assistance in getting information in a timely manner to successfully complete the project within budget.

THIS GRANT is entered into by and between the Rocky Mountain Regional Office, Branch of Forestry & Wildland Fire, Bureau of Indian Affairs (the “Bureau”) and the Hardin Volunteer Fire Department (“Recipient”) (collectively the “Parties”) to sponsor a Rural Fire Assistance (RFA) project for the acquisition of Personal Protective Equipment (PPE) and communication equipment for the safety of firefighters and first responders.

## 1. AUTHORITY

The RFA program was first implemented in the Department of the Interior and Related Agencies Appropriations Act of 2001, Title VI, Public Law 106-291 to fund the purchase of wildland fire safety equipment, firefighting tools, training, and essential communications equipment to continue enhancing interoperability with other Federal and State cooperators. Fiscal Year 2012 Appropriation<sup>1</sup> language provides the funding authority for this grant.

## 2. PURPOSE

The RFA program was implemented as part of the National Fire Plan to increase firefighter safety and enhance the knowledge and fire protection capability of rural fire departments by providing assistance in education and training, protective clothing and equipment purchase, and support to public education efforts.

### **RECIPIENT BACKGROUND**

The Hardin Volunteer Fire Department provides emergency services for the city of Hardin, MT which borders the Crow Indian Reservation. The recipient provides assistance to BIA Crow Agency for wildland fire suppression operations through the Montana Cooperative Wildland Fire Management and Stafford Response Act Agreement.

## 3. SCOPE OF PROJECT

All wildland fire personnel are required to use Personal Protective Equipment (PPE) appropriate for their duties. The recipient will utilize the provided funding to purchase new PPE to supplement existing PPE based upon the specific needs of the recipient. All PPE purchased with RFA funding must meet the guidelines established within the

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<sup>1</sup> Consolidated Appropriations Act, 2012 (see Public Law 112-74) *“For necessary expenses for fire preparedness, suppression operations, fire science and research, emergency rehabilitation, hazardous fuels reduction, and rural fire assistance by the Department of the Interior...to remain available until expended.”*

<sup>2</sup> [https://www.nifc.gov/NIICD/docs/approved\\_radios.pdf](https://www.nifc.gov/NIICD/docs/approved_radios.pdf)

Interagency Standards for Fire and Fire Aviation Operation, January 2018 (Red Book),  
Chapter 7 Safety and Risk Management:

- Wildland Fire Boots – 8-inch high, lace-type exterior leather work boots with lug melt-resistant soles.
- New Generation Fire Shelters (M-2002)
- Helmet with chinstrap
- Goggles/safety glasses
- Ear plugs/hearing protection
- National Fire Protection Association (NFPA) 1977 compliant long-sleeved flame resistant shirt (yellow recommended)
- NFPA 1977 compliant flame resistant trousers
- Leather or leather/flame resistant combination gloves
- Additional PPE as identified by local conditions, job hazards analysis/risk assessment.

Communication/radio equipment purchased with RFA funding must comply with Fire Approved Radios for interagency use as identified by the National Interagency Incident Communications Division as of February 8, 2018<sup>2</sup>:

1. Fire Approved Radios The following radios are currently approved for interagency fire use. No new “analog only” radios will be added to this list.

**VHF-AM**

VHF-AM radios do not receive fire approval. Any FCC approved VHF-AM radio is acceptable. All VHF-AM radios used in aircraft shall meet the appropriate TSO category.

**VHF-FM**

Analog Portable Radios

B/K GPH

Analog Mobile Radios

B/K GMH 2

P25 Digital Portable Radios

B/K GPH upgraded to P25 digital

Datron Guardian G25PRV100

Midland STP105B

Motorola XTS 25004

Motorola XTS 50004

Relm DPH5102X

Relm DPHX5102X

Relm KNG-P150  
Relm KNG-P150S  
Relm KNG2-P150  
Thales 25 PRC-6894

P25 Digital Mobile Radios

B/K GMH upgraded to P25 digital  
Datron G25RMV100  
Datron G25RMV110  
Datron G25ASU001  
Kenwood TK-5710  
Kenwood TK-5720  
Midland STM-1050B  
Midland STM-1055B  
Midland STM-1115B  
Relm DMH5992  
Relm DMH5992X HP  
Relm KNG-M150

P25 Digital Aeronautical Radios

Cobham (formerly Northern Airborne Technology) NPX136D-000  
Cobham (formerly Northern Airborne Technology) NPX136D-070  
Technisonic Industries TDFM-136  
Technisonic Industries TDFM-136NV  
Technisonic Industries TDFM-136A  
Technisonic Industries TDFM-136A/NV  
Technisonic Industries TDFM-136B  
Technisonic Industries TDFM-136B/NV

**UHF-FM**

P25 Digital Portable Radios

Midland STP404A  
Motorola XTS 25004  
Motorola XTS 50004  
Relm KNG-P400  
Relm KNG-P400S

P25 Digital Mobile Radios

Kenwood TK-5810  
Kenwood TK-5820  
Relm KNG-M400

Midland STM-4040A  
Midland STM-4045A

**Multi-band**

P25 Digital Portable Radios Capable of Operating in More Than One Frequency Band – 136-174 MHz, 380-520 MHz, 700-800 MHz, trunked

Thales Liberty

P25 Digital Aeronautical Radios Capable of Operating in More Than One Frequency Band – 136-174 MHz, 380-520 MHz, 700-800 MHz, trunked

Technisonic Industries TDFM-9000

Technisonic Industries TDFM-9100

Technisonic Industries TDFM-9200

Technisonic Industries TDFM-9300

2. Cooperator Radios Accepted for Fire Use The following cooperator radios are currently accepted for interagency fire use. The US Forest Service, Department of the Interior and their contractors are not allowed to utilize these radios as “fire” radios. Cooperators may utilize these radios in addition to any radios listed in Section 1: Fire Approved Radios.

Portable Radios

B/K GPH-CMD

Motorola APX 6000 (VHF-FM version)

Relm DPHX5102X-CMD

Relm KNG-P150-CMD

**4. PERIOD OF PERFORMANCE**

- A. This Grant becomes effective on the date of signature by the Bureau Grant Officer and the Recipient’s Responsible Official and will remain in effect, subject to the terms and conditions stated herein, based on budgeted funding availability, **March 31, 2019**, or upon final completion of the project, or unless terminated or modified pursuant to section 5 of this Grant.
- B. The Parties may extend the period of performance by mutual agreement. The Recipient shall submit any requests to extend the period of performance of this Grant no later than sixty (60) days before the period of performance end date listed above. Requests shall include a justification for the extension and detail any proposed changes to the scope or budget of the Grant. Request shall be delivered to the Bureau Grant Officer and Bureau Project Officer.

- C. The Recipient may only incur costs pursuant to this Grant during the period of performance, unless pre-award costs have been approved, in writing, by the Bureau Grant Officer.

## 5. MODIFICATION AND TERMINATION

- A. Pursuant to 2 C.F.R. § 200.308, certain types of post-award programmatic and budget changes require prior written approval from the Bureau Grant Officer.
- B. The terms of this Grant may be modified only by written agreement of the Parties through their duly authorized representatives. Notwithstanding the foregoing, the Bureau may make changes to this Grant by means of a unilateral modification to address administrative matters, such as changes in address, no-cost time extensions at the Recipient's request, remove or de-obligation of excess funds during closeout of the Grant, provided that no unilateral modification will in any manner change any material term of the Grant.
- C. Pursuant to 2 C.F.R. § 200.339, either Party may terminate the Grant prior to the period of performance end date listed in this section.
- D. Pursuant to 2 C.F.R. § 200.343, the Bureau will close-out the Grant when it determines that all applicable administrative actions and all required work has been completed.

## 6. FUNDING

- A. **Funding Estimates.** The Bureau will award \$11,000.00 in funding to the Hardin Volunteer Fire Department for Rural Fire Preparedness Project as outlined on Attachment 1.

**TOTAL:** \$11,000.00

The Bureau agrees to obligate the RFA funds until March 31, 2019. In no event shall Recipient incur costs for performance of this Grant in excess of the awarded amount.

- B. **Availability of Appropriations.** The Bureau's obligation under this Grant is contingent upon the availability of appropriated funds from which payment for financial assistance purposes can be made. No legal liability on the part of the Bureau for any payment may arise until funds are made available to the Bureau for this Grant and until the Recipient receives notice of such availability, to be confirmed in writing by the Bureau.

- C. **Cost Sharing.** Cost sharing for this Grant shall be in accordance with 2 C.F.R. § 200.306.

D. Program Income. Program income generated by this Grant shall be in accordance with 2 C.F.R. § 200.307.

E. Separation of Funds/Activities. The Recipient must be able to account for the receipt, obligation and expenditure of funding provided under this Grant pursuant to 2 C.F.R § 200.305. The Recipient recognizes and agrees that no funds awarded pursuant to this Grant may be reprogrammed or utilized for activities outside of this agreement.

## **7. PAYMENTS**

A. ASAP. All payments under this Grant will be made by electronic funds transfer through the Treasury Financial Management Service, Automated Standard Application for Payments (ASAP) site at [http://www.fiscal.treasury.gov/fsservices/gov/pmt/asap/asap\\_home.html](http://www.fiscal.treasury.gov/fsservices/gov/pmt/asap/asap_home.html). The Recipient must be registered with the Bureau of Indian Affairs in ASAP.

B. Invoice. The Recipient will submit all official invoices to the Bureau Project Officer, not more than once per month.

C. System for Award Management. All payments will be deposited in the banking information designated by the Recipient in the System for Award Management (SAM).

## **8. PERFORMANCE REPORTS**

A. The Recipient shall submit a final narrative within ninety (90) days after the period of performance. The Recipient shall deliver (2) copies of the final report and digital files for all Recipient work product, and one (1) copy of any supporting data, strategic, and implementation plans to the Bureau Project Officer and the Bureau Grant Officer.

i. Final Report due: 06/30/2019

B. The narrative report shall, at a minimum, include the following:

i. Detailed performance information on the PPE and communication/radio equipment purchased including delivery dates.

## **9. FINANCIAL REPORTS**

A. In addition to the required narrative report, the Recipient shall submit a final SF-425 Federal Financial Report within ninety (90) days after the period of performance end date. The Recipient shall deliver the final report to the Bureau Project Officer and the Bureau Grant Officer.

i. Final SF-425 Federal Financial Report: 06/30/2019

ii. The final SF 425 must also be accompanied with copies of receipts for purchases made with RFA funding.

## 10. KEY OFFICIALS

All communications required under this Grant shall be made to the point-of-contact listed below. If the point-of-contact changes, the party making the change shall notify the other in writing.

A. Recipient Contact.

Michelle Dyckman or Joe Connelly  
Finance Officer/City Clerk Fire Chief  
Hardin Volunteer Fire Department  
406 North Cheyenne Avenue  
Hardin, Montana 59034  
Telephone: (406) 665-9293  
Email: [cityfinance@hardinmt.com](mailto:cityfinance@hardinmt.com)

B. Bureau Project Officer.

Amanda Boatright  
Management & Program Analyst – Lead Fire Business  
Branch of Forestry & Wildland Fire  
Bureau of Indian Affairs – Rocky Mountain Regional Office  
2021 4<sup>th</sup> Avenue North  
Billings, Montana 59101  
(406) 247-7949  
Email: [amanda.boatright@bia.gov](mailto:amanda.boatright@bia.gov)

The Bureau Project Officer is responsible for fulfilling the Bureau's activities under this Grant. The Bureau Project Officer is authorized to review and approve work performed by the Recipient as described herein. Requests for funding and modifications or amendments to this Grant should be sent to the Bureau Project Officer and Bureau Grant Specialist.

C. Bureau Grant Specialist.

Jo Ann Metcalfe  
Central Office Acquisitions  
12220 Sunrise Valley Dr.  
Reston, VA 20191  
Office: (703) 390-6410  
Email: [Jo.Metcalfe@bia.gov](mailto:Jo.Metcalfe@bia.gov)

The Bureau Grant Officer is authorized to obligate Federal funds, and modify, amend, or terminate this Cooperative Agreement. The Bureau Grant Specialist will work with the Bureau Project Officer on funding requests and modifications or amendments to this Cooperative Agreement.

## **11. APPLICABLE REGULATIONS AND OTHER PROVISIONS**

A. Departmental Standard Terms and Conditions. The following Departmental standard terms and conditions, to the extent that they are applicable to the Recipient, are hereby incorporated by reference and made a part of this Grant:

- i. 2 C.F.R. § 25 Central Contractor Registration and Data Universal Numbering System (Appendix A)
- ii. 2 C.F.R. § 474 Travel Costs (Appendix A and B) See ATTACHMENT A.
- iii. 2 C.F.R. § 170 Reporting Sub-awards and Executive Compensation (Appendix B)
- iv. 2 C.F.R. § 1401 Requirements for a Drug-Free Workplace
- v. Recipient Employee Whistleblower Rights and Requirements to Inform Employees of Whistleblower Rights pursuant to the 2013 National Defense Authorization Act, P.L. 112-239.

1. This Grant award and employees working on this Grant award will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112- 239)

2. The Recipient shall inform its employees in writing, in the predominant language of the workplace, of employee whistleblower rights and protections under 42 U.S.C. 4712.

3. The Recipient shall insert the substance of this clause, including this paragraph (3) in all subawards or subcontracts over the simplified acquisition threshold. 42 C.F.R. § 52.203-17 (as referenced in 42 C.F.R. § 2.908-9).

viii. Conflict of Interest. The Recipient must establish safeguards to prohibit its employees and subrecipients from using their positions for purposes that constitute or present the appearance of a personal or organizational conflict of interest. The Recipient is responsible for notifying the Bureau in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the Participating Tribe or its employees in a position of conflict, real or apparent, between their responsibilities under the Grant and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or

indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision making affecting the Grant that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient and/or the Recipient's employees and Sub-recipients in the matter. The Program Manager and the servicing Department of the Interior Ethics Counselor will determine if a conflict of interest exists. If a conflict of interest exists, the Program Manager will determine whether a mitigation plan is feasible. Mitigation plans must be approved by the Program Manager in writing. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the Grant award. Failure to make required disclosures may result in any of the remedies described in 2 C.F.R. § 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 C.F.R. § 180).

Notwithstanding the provisions of § 200.444 General costs of government, travel costs of officials covered by that section are allowable with the prior written approval of the Federal awarding agency or pass-through entity when they are specifically related to the Federal award. (b) *Lodging and subsistence*. Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the non-Federal entity in its regular operations as the result of the non-Federal entity's written travel policy. In addition, if these costs are charged directly to the Federal award documentation must justify that: (1) participation of the individual is necessary to the Federal award; and (2) The costs are reasonable and consistent with non-Federal entity's established travel policy.

### C. Other Provisions

- i. Privacy Act. The Privacy Act, 5 U.S.C. § 552a, applies to all activities under this Grant and the Recipient agrees to protect personally identifiable information and other privileged and confidential information as defined under that Act and other applicable federal laws. In order to receive access to personally identifiable information, the Recipient's staff must sign a non-disclosure agreement and take Privacy Act and information security training.
- ii. Non-Exclusive Agreement. This Grant in no way restricts the Bureau from entering into similar agreements, or participating in similar activities or arrangements, with other tribes, public or private agencies, organizations, or individuals.

- iii. **Survival.** Any and all provisions which, by their nature, are reasonably expected to be performed after the expiration or termination of this Grants shall survive and be enforceable after the expiration or termination of this Cooperative Agreement. Any and all liabilities, actual or contingent, which have arisen during the term of and in connection with this Grant shall survive the expiration or termination of this Cooperative Agreement.
- iv. **Partial Invalidity.** If any provision of this Grantor the application thereof to any party or circumstance shall, to any extent, be held invalid or unenforceable by a court of competent jurisdiction, the remainder of this Grant shall not be affected thereby and each provision of this Grant shall be valid and be enforced to the fullest extent permitted by law.
- v. **No Employment Relationship.** This Grant is not intended to and shall not be construed to create an employment relationship between the Department or any bureau thereof and the Participating Tribe or its members, employees or contractors. No Participating Tribe or its member, employee or contractor shall perform any function or make any decision reserved by law or policy to the federal government.
- vi. **No Third-Party Rights.** This Grant creates enforceable obligations between only the Department and the Participating Tribe. Except as expressly provided herein, it is not intended nor shall it be construed to create any right of enforcement by or any duties or obligation in favor of persons or entities not a party to this Grant.
- vii. **Captions and Headings.** The captions, headings, article numbers and paragraph numbers appearing in this Grant are inserted only as a matter of convenience and in no way shall be construed as defining or limiting the scope or intent of the provisions of this Grantor in any way affecting this Grant.
- viii. **Conflict.** In the event of a conflict between any information contained in the Grant Application and the Grant, the Grant and the Status Report shall prevail.
- ix. **The Recipient and any sub-recipients are encouraged to adopt and enforce on-the-job seat belt use policies and programs for their employees when operating company-owned, rented, or personally owned vehicles. These measures include, but are not limited to, conducting education, awareness, and other appropriate programs for their employees about the importance of wearing seat belts and the consequences of not wearing them.**

## **12. REMEDIES FOR NONCOMPLIANCE**

Pursuant to 2 C.F.R. § 200.338, if the Recipient fails to comply with any term of this Cooperative Agreement, whether stated in a Federal statute or regulation, an assurance, recital, or elsewhere, the Bureau may take one or more of the following actions, as appropriate in the circumstances:

- a. Temporarily withhold cash payments pending correction of the deficiency by the Recipient;
- b. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;
- c. Wholly or partly suspend or terminate the current award;
- d. Initiate suspension or debarment proceedings;
- e. Withhold further awards for the program; and/or
- f. Take other remedies that may be legally available.

Pursuant to 2 C.F.R. § 200.341, upon taking any remedy for non-compliance, the Recipient will have an opportunity for such hearing, appeal, or other administrative proceeding to which the Recipient is entitled under any statute or regulation applicable to the action involved.

## **13. AGENCY AND TORT LIABILITY**

The Recipient is not an agent or representative of the United States, and neither the Bureau nor the Recipient will represent the Recipient as such to third parties. Bureau employees are not agents of the Recipient and will not act on behalf of the Recipient. Employees of the Recipient are not agents of the Bureau and will not act on behalf of the Bureau. Members and employees of the Recipient are not considered U.S. Government employees, officers, or agents, and are not covered under the Federal Tort Claims Act, 28 U.S.C. 2671 et seq., or the Federal Employee Compensation Act, 5 U.S.C. 8101 et seq.

## **14. ENDORSEMENTS**

- A. The Recipient shall not publicize or otherwise circulate, promotional material, such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts or other publications, which states or implies governmental, Departmental, bureau, or government employee endorsement of a product, service, or position which the Recipient represents. No release of information relating to this Grant may state or imply that the Government approves of the Recipient's work products, or considers the Recipient's work product to be superior to other products or services.
- B. All information submitted for publication or other public releases of information regarding this award shall carry the following disclaimer: The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government.
- C. The Recipient must obtain prior Government approval for any public information releases concerning this Grant or award which refer to the Department of the Interior or any bureau or employee by name or title. The specific text, layout, photographs, etc. of the proposed release must be submitted with the request for approval.
- D. The Recipient agrees to include this provision in a sub-award to all sub-recipients, except for a sub-award to a State government, a local government, or to a federally recognized Indian tribal government.

## **15. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS**

Pursuant to 2 C.F.R. § 200.333, the Recipient shall maintain and make available for access all financial and programmatic records, supporting documents, statistical records, and other records pertinent to this Grant.

## **16. AUDIT REQUIREMENTS**

Pursuant to 2 C.F.R. § 200, Subpart F – Audit Requirements, if the Recipient expends \$750,000 or more during the Recipient's fiscal year in Federal awards, the Recipient must have a single or program-specific audit conducted for the year in accordance with Subpart F.

## **17. INDIAN PREFERENCE PROGRAM**

Pursuant to DOI Acquisition Regulation (DIAR) Part 1426 – Other Socio-Economic Programs, it is Indian Affairs (IA) policy to place a fair share of purchases with Indian-owned economic enterprises. IA is strongly committed to the objectives of this policy and

encourages all Federal financial assistance recipients to take affirmative steps to ensure such fairness, including the following:

- Ensure that Indian owned businesses are used to the fullest extent practicable;
- Make information on forthcoming opportunities available and arrange time frames for purchases and contracts to encourage and facilitate participation by Indian owned businesses;
- Consider in the contract process whether firms competing for larger contracts intend to subcontract with Indian owned businesses;
- Encourage contracting with consortiums of Indian owned businesses when a contract is too large for one of these firms to handle individually; and
- Use the services and assistance, as appropriate, of such organizations as the Small Business Development Agency in the solicitation and utilization of Indian owned.

APPROVED BY:

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Hardin Volunteer Fire Department

Date

---

Regional Director, Rocky Mountain Region  
Bureau of Indian Affairs

Date

---

Grant Officer, Bureau of Indian Affairs

Date

**RESOLUTION NO. 2178**

**A RESOLUTION OF THE CITY OF HARDIN, MONTANA ADOPTING A CAPITAL IMPROVEMENT PLAN.**

WHEREAS, the City of Hardin, Montana ("City") has developed a Capital Improvements Plan ("CIP") to plan for the replacement, improvement, and acquisition of property, facilities, or equipment;

WHEREAS, the CIP is a planning document that plans for capital improvements of City property which requires regular updating from the City and City employees;

WHEREAS, a CIP is authorized under Mont. Code Ann. § 7-6-616 (2017), and is required to establish a capital improvement fund;

WHEREAS, the City has conducted several public hearings in regard to the development of the CIP and comprehensive Needs Assessment Survey;

WHEREAS, the Council desires to approve the 2018 Capital Improvements Plan;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HARDIN, MONTANA:

The 2018 Capital Improvement Plan, attached to the Resolution as Exhibit A, as the basis for planning capital improvements for the City, is hereby approved and implemented.

The Council further resolves that employees of the City shall have the authority to make any actions necessary to effectively execute this resolution, for the resolution to have full effect.

PASSED AND ADOPTED by the City Council of the City of Hardin, Montana, and APPROVED this \_\_\_\_\_ day of September, 2018.

YEA VOTES \_\_\_\_\_

NAY VOTES \_\_\_\_\_

CITY OF HARDIN

BY: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

*The City of*  
**HARDIN**

*Montana*



2018

CAPITAL IMPROVEMENTS PROGRAM



## TABLE OF CONTENTS

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I.	BACKGROUND .....	3
	A. Introduction.....	3
	B. The City of Hardin’s and Stahly Engineering’s Duties.....	3
	C. Capital Improvements Program (CIP) .....	3
	D. Key Elements of a CIP .....	5
	E. Policy Development.....	6
	F. Public Outreach.....	7
	Establish Need .....	8
	City Meetings.....	8
	Service Organization Support .....	8
	Public Education .....	8
	G. Funding.....	8
	H. Criteria for Setting Priorities.....	10
	Financial Impacts .....	10
II.	FIRE PROTECTION .....	12
	A. Fire Protection Condition.....	12
	B. Recommended Fire Protection Improvements and Estimated Costs .....	12
III.	STORM DRAINAGE SYSTEM.....	12
IV.	PARKS.....	12
	A. Parks Condition.....	12
	B. Recommended Parks Improvements and Estimated Costs .....	13
V.	MUNICIPAL BUILDINGS .....	13
	A. Municipal Buildings Condition.....	13
	B. Recommended Municipal Buildings Improvements and Estimated Costs.....	13
VI.	COMPUTER EQUIPMENT & OFFICE FURNITURE.....	14
	A. Computer Equipment and Office Furniture Condition .....	14
	B. Recommended Computer Equipment and Office Furniture and Estimated Costs.....	14

VII. STREET SYSTEM.....	14
A. Street Infrastructure Condition.....	14
B. Recommended Street Improvements and Estimated Costs.....	15
VIII. SIDEWALKS, CURBS & RAMPS.....	16
A. Sidewalks, Curbs & Gutter Condition .....	16
B. Recommended Sidewalks and Curb & Gutter Improvements and Estimated Costs ..	17
IX. WATER SYSTEM .....	17
A. Water System Condition .....	17
B. Recommended Improvements and Estimated Costs .....	18
X. WASTEWATER SYSTEM.....	19
A. Wastewater and Collection System Condition.....	19
B. Recommended Sewer and Drainage Improvements and Estimated Costs.....	20
XI. SOLID WASTE COLLECTION and LANDFILL .....	21
A. Solid Waste Collection and Landfill Condition.....	21
B. Recommended Solid Waste Collection and Landfill Improvements and Expected Costs.....	21
XII. SUMMARY .....	22
A. Summary of Recommendations .....	22
B. Priorities .....	22
C. Maintenance Program .....	24
Fire Protection.....	24
Parks.....	24
Municipal Buildings.....	25
Computer, Equipment and Office Furniture .....	25
Streets and Drainage .....	25
Sidewalks, Curbs & Ramps .....	25
Water System .....	25
Wastewater System .....	25
Solid Waste Collection and Landfill.....	25

## **I. BACKGROUND**

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### ***A. Introduction***

A Capital Improvements Plan (CIP) is a budgeting and financial tool used by a local governing body to establish public works rehabilitation and maintenance priorities and to establish funding for repairs and improvements. The CIP includes planning, setting of priorities, effective public works management, financial management, and community decision-making. A community's CIP normally covers all public works: streets, water, sewer, solid waste collection, landfill, storm drains, parks, public buildings, etc. This report sets forth a method to revise the "CIP" of the City's streets, wastewater and water facilities and all other areas of the City's facilities. As you will see set forth in this CIP, the streets, wastewater and water facilities are normally the most expensive facilities. Also, these facilities are subject to intense regulation and are time consuming to administer, operate and maintain. CIP's are generally the most appropriate planning document for small communities such as Hardin. The City of Hardin Infrastructure Needs Survey conducted during the summer of 2018 also ranked several of these facilities as priorities for improvement. Appendix A presents a summary of the results of the Needs Assessment Survey and the minutes from the September 2018 "Public Hearing for Community Needs" re-enforcing the City's priorities for improvements.

The purpose of this report is to outline the key elements of a CIP to fund repairs, replacements, upgrades and expansion to the City's facilities. The report qualifies the level of recommended repair measures as well as the associated budgetary costs. This report is intended to be a guide to the City of Hardin community leaders to effectively pursue much needed funding for their municipal infrastructure system.

### ***B. The City of Hardin's and Stahly Engineering's Duties***

The City of Hardin Council and employees reviewed the streets, wastewater and water system and did an inventory of other areas of the City's facilities. In 2018 Stahly Engineering conducted a Preliminary Engineering Report (PER) for the Wastewater Treatment Plant.

In 2008 the City contracted with Great West Engineering to update the Capital Improvements Plan. Since then the Water Treatment Plant has been automated, and the Wastewater Collection System Rehabilitation has been completed.

### ***C. Capital Improvements Program (CIP)***

The proposed CIP is a budgeting and financial tool that can be used by local governing bodies to establish public works rehabilitation and maintenance priorities and to establish improvement funding. The CIP process involves planning/prioritization, effective public works management, financial management, and community decision-making.

A CIP consists of five basic elements:

1. Inventory and evaluation of existing conditions for each facility;
2. Prioritization of needs for each segment of the improvements;
3. Identification of monetary options that can be used to meet the needs;
4. Establishment of a time schedule that matches available funds to the improvements required to meet the system needs;
5. A brief written document (this CIP), which is formally adopted by the governing body.

A CIP is a common sense, systematic approach for many municipalities to evaluate their needs and secure the necessary support of city officials and the general public. Some notable advantages of developing a CIP for the City of Hardin facility systems maintenance process include:

- Cost effectiveness and improved effectiveness of government expenditures,
- To understand and respond to citizens needs,
- To obtain community support,
- To obtain a consensus of critical projects,
- To avoid crisis situations resulting from lack of maintenance,
- To set a stable financial plan and demonstrate sound planning to bond underwriters and funding programs,
- To dedicate a CIP Fund for the sole purpose of paying for capital improvements,
- To help provide systematic direction to City staff and consultants.

A CIP is a cost saving tool that identifies where improvements will be needed rather than waiting for each crisis to occur before taking action. It is usually more expensive to make emergency repairs than it is to maintain a system in working order by foreseeing problems and making corrections before there is a total breakdown in the system. The CIP also reduces risk and avoids the inconvenience and public safety threat associated with emergency type facilities.

Since there is never enough money to meet all needs, the CIP assists the governing body in establishing priorities for funding projects from different types of facilities. A CIP provides the council with information on which project is most technically critical and which is most economical. Thus, money is allocated in the most effective way with an eye towards avoiding last minute crises.

An added benefit to implementing a CIP is to memorialize council planning and decisions. As councilpersons and key staff members come and go the CIP document, particularly if it is routinely updated, will remain a constant.

#### ***D. Key Elements of a CIP***

The development of a CIP requires that certain information for each community's facility systems be collected and assembled in a format that can be entered into the CIP process. The key elements fundamental to developing a CIP are:

##### Inventory/Analysis

In order to develop a CIP, the City needs to inspect their entire facility systems. To do this, a thorough field analysis must be performed and the described systems carefully analyzed. Sound recommendations should be entered into a manageable database and summary tables developed as applicable. This data may then be used as the basis for the CIP approach

In 2008, Great West Engineering conducted a field investigation and document review of the water, wastewater and street systems. In 2018, a PER was completed by Stahly Engineering & Associates Inc. for the wastewater system needs. The City also conducted a detailed Infrastructure Needs Survey of all of the residents of Hardin. A summary of the Needs Assessment Survey is enclosed in Appendix A. Based on previous data, reports, DEQ files, input from the public and the City Council, Stahly Engineering will conduct an analysis of the streets, water and wastewater systems utilizing standard engineering practice and in consideration of satisfying current and future regulations and design standards.

To further the inventory/analysis the City of Hardin held a "Public Hearing for Community Needs" in September 2018. The community enforced the needs of the City. The Council and employees will continue doing an inventory and evaluation of all facility systems' needs.

##### Cost Estimates

Preliminary cost estimates for improvements identified by the inventory and analysis phase are made using estimated budgetary unit prices. All administrative, engineering, inspection and contingency costs are incorporated with historic construction costs to develop the budgetary unit prices. Due to the general nature of the analysis, these cost estimates are not accurate enough to be used as a definitive basis for estimating the cost of a specific improvement project, but are acceptable for budget level estimates.

## Funding Analysis

The research and identification of funding sources to finance improvements to the system is one of the most important and difficult tasks in the CIP process. Due to the fluctuation of available federal and state funding, it is only possible to forecast funding availability from these sources for short time periods when budgets are known, and difficult to forecast for the periods of time over which the CIP extends. For this reason, the current level of funding from state gas tax, federal aid urban funds, other state and federal funding programs, grants, loans and user fees, is assumed to be the same for the duration of the CIP. Funding options for this CIP are discussed in more detail in Section G of this report.

## Public Involvement/Outreach

Public outreach and support of the CIP is one of the most essential elements of the entire planning process. It is essential that input from the council, staff and community are solicited and considered during preparation, adoption and updating of the plan.

This topic is discussed in greater detail in Part F of this section.

## Adoption of CIP

The governing body should formally adopt the CIP by resolution. The final CIP document should be utilized during the annual budgeting process.

## Secure Funding

Funding sources may require passing revenue or general obligation bonds, obtaining loans, creating SID's, creating maintenance districts, raising user fees or carrying out other local government fund raising methods.

## Project Construction

When the money is received, scheduling and management of the construction projects may proceed.

## Annual CIP Update

Cost accounting and reprioritization occurs at the annual update stage. This annual process should also focus on periodic re-inspection of the City of Hardin facility systems as a whole and updating the maintenance database.

## ***E. Policy Development***

The City of Hardin should consider further establishing policies that guide the CIP process. Policy guidelines are a reflection of overall community goals and objectives related to future growth and development and fiscal capacity. Policies are very useful because they provide long-term guidance on how day-to-day decisions should be made so that the daily decisions conform to long-term and

overall community needs. What this means is that decision makers need to take time to ask themselves questions about where their community is going, how they are going to get there, and how funds will be allocated to do this.

The CIP will be incorporated into an annual planning process. The City - County Planning Board will be part of this process, in that they make the recommendations regarding land use and comprehensive planning that should be compatible and coordinated with CIP policies. The City of Hardin will utilize the CIP in preparation of any comprehensive plans and zoning regulations. Likewise, we will use any comprehensive plan and zoning information when preparing and updating the CIP (Example: account for population and build out density). The CIP will also be used annually when creating the fiscal year budget.

Public works policies can span the range from fiscal policies concerning indebtedness to management policies relating to proper maintenance and operation of a facility. Some categories of policies include fiscal policies, policies on allocation costs, policies on how to finance capital projects, and policies on planning construction and management.

Some suggested policies the City may consider are:

1. Regular facility inspections and systematic maintenance will be a primary goal of the City Council.
2. DEQ inspections should be incorporated into the CIP updating process.

#### ***F. Public Outreach***

Public support for the CIP is the most essential element of the entire planning process. Ultimately, the consumer will pay for the improvements and must be convinced that such improvements are necessary. The best, most logical program may be rejected by the rate paying community due to lack of public awareness of infrastructure problems.

Many citizens are often unaware of the most fundamental public works issues including: scope of the problems, consequences of not making repairs, short term costs versus long term savings, what are fair rates for services, how repairs can be made affordable, etc. Thus, local leaders will have to work extra hard to inform and educate citizens on these issues. This section outlines the recommended process for involving the public.

The Mayor is the spokesman for the City to convey the needs of the local infrastructure to the general public based on Council recommendations. Techniques by this person that are vital to gaining public support are:

- Begin as early as possible in the process to inform and educate the public. It is a grave mistake to “surprise” the public with final plans just before a governing body hearing on the issues. People generally support projects in which they have been involved, especially those who have witnessed step-by-step decision making by the governing body.

- Have inspection, analysis and background data compiled at the start of the public information phase of the CIP.
- Be able to justify the need for the program as well as explain the benefits. Outline the consequences of not improving the infrastructure.

Following are suggested outreach methods to gain support for the City's CIP. These suggestions are listed in accordance with their anticipated effectiveness. Note that the order of the outreach methods is very important and is discussed further in this section:

### Establish Need

First and foremost, the governing body and local community leaders must be convinced of the need for a CIP. Thorough presentation and review by the Public Works Director and/or Consultants is vital to gaining a commitment from the body.

### City Meetings

Conduct a City meeting to present the CIP to the public and solicit constructive interaction. This meeting is an important gauge of the political climate and helps determine if alternatives should be considered.

### Service Organization Support

The Governing Body should solicit support from local service organizations.

### Public Education

Information summary fliers are successful in public education. Though the content must be short and concise, these information fliers can provide the basic components of a CIP as well as alert residents of future City workshops and meetings. Public service announcements (PSA) via press releases or paid ads are an effective outreach method. This procedure could be used in addition to utility bill stuffers or mailed fliers. Other options could also include "Open Houses" at the City Council Chamber, tours of the facilities or utilizing local TV and radio stations.

As mentioned herein, the order and timing of the public outreach campaign is vitally important. It is suggested that the outreach campaign be conducted in the following order:

1. Governing body commitments
2. Presentations and education of CIP Advisory Committee
3. Solicit service organizations support
4. Distribute information fliers/PSA's
5. Conduct City meetings

## ***G. Funding***

The role of the CIP process is to identify the amount of money required and establish the best method(s) to obtain financing. Water and sewer infrastructure improvements can often be funded with grants and low interest loans from state and/or federal programs. Unlike water and sewer infrastructure improvements, state or federal grants and loans are practically nonexistent for street improvements and maintenance. Municipalities generally use gas tax monies or general funds to finance street upgrades and maintenance.

The process of financing improvements should begin with a Financial Forecast. It is important to develop a financial forecast of the public funds likely to be used in financing improvements over the coming five years. Note that 3-5 year programs are widely used across the nation. This tool is critical to estimate how many projects can be scheduled in accordance with a five-year plan. This forecast is necessary to identify lack of available funds in existing City accounts and establish need for outside fund sources.

A Financial Forecast is broken down into two main components: A Revenue Forecast, and an Expenditure Forecast. With these forecasts in hand, the City is able to accurately assess the amount of supplemental funding needed.

Research of available supplemental funding sources reveals several options:

- Fund and/or defray costs of improvements
  - Department of Natural Resources and Conservation (DNRC)-Grants & Loans
  - Community Development Block Grant (CDBG)-Grants
  - Treasure State Endowment Program (TSEP)-Grants
  - Rural Utility Service/Rural Development (RUS/RD)-Grant and Loan
  - State Revolving Fund (SRF), (Water and Wastewater)-Loans
  - Economic Development Administration (EDA)-Grant
  - Transportation Alternative Program (TA)-Grant
  - Montana Fish, Wildlife & Parks (MT F,W&P)-Grant
  - Other Private Grants and Donations
- Fund improvement construction and remediation maintenance
  - General Obligation (GO) and/or Revenue Bonds
- Fund facilities improvements
  - Special Improvement Districts (SID's)
  - Gas Tax funding programs
- Fund annual maintenance
  - Improvement District or Maintenance District
  - Budgeting Annually in all Funds

## ***H. Criteria for Setting Priorities***

The following lists are suggested criteria for which each proposed infrastructure project could be judged. Each potential project should be accompanied by the types of information noted below. This is not to say that all such information is to be included in the CIP. Rather, this information is to be used only to help rank each project in order of priority.

### **Financial Impacts**

#### ***Capital Costs***

The governing body should be provided with information concerning both the portion of the project costs for which the local government is responsible and the portion that will be paid by others (outside funding agencies, private monies, etc.). If expenditures will be incurred over a period of more than one year, all long-term costs should be shown.

#### ***Reducing Operating and Maintenance (O&M) Costs***

One of the major reasons for capital projects is often to reduce O&M costs. It is important not to underestimate the degree to which O&M costs affect your operating budget. Any capital improvements that can reduce operating costs should be seriously considered. Likewise, added long-term O&M costs arising from an expansion of facilities should be considered as they will result in future increases to the annual operating budget.

#### ***Changes in Local Government Revenue***

Some proposed infrastructure projects will positively or negatively affect tax revenues or service charges. For example, a sanitary sewer extension project will generate additional hook-on fees and monthly user charges. Revenue changes should all be calculated.

#### ***Health and Safety Effects***

Many public works projects will have an important impact on the crucial area of public safety. While it is difficult to assign a dollar value, they represent perhaps the most valuable public service that any government can provide. The value of the project in lives saved or injuries prevented should be stated. Projects, which protect public health and safety, should have a very high priority.

#### ***Effects on Local Economic Development***

Economic development means business expansion and creation of new jobs. Since economic development is the objective of many capital projects, it is important to set forth the close correlation between capital improvements and economic development. The economic benefits of a project should be documented in the following areas:

- Local Property Tax Base
- Property Values
- Increased Employment
- Investment in Local Economy

### *Civic Pride and Community Livability*

Falling under this category are all capital improvement impacts, which would affect the environmental, aesthetic or social condition of your community. Examples include the reduction of traffic congestion, air pollution, and noise in a downtown shopping area.

### *Public Support*

It is usually desirable to place a higher priority on projects that have generated a good deal of public support. It should be remembered that without a sufficient degree of public support, some public projects (such as those backed by general obligation bonds or special assessments) simply couldn't go forward due to statutory requirements for public approval.

### *Compliance with State or Federal Regulations*

A high priority should be assigned to projects that are required by state or federal regulations. Failure to comply with regulations could result in threats to public health or safety, damage to the environment, and fines levied against the local government.

### *Availability of Funds*

If funding is available "right now" for one project, you probably will want to assign this project a higher priority ranking. Projects for which funding is not available or difficult projects to finance are normally assigned lower priorities.

Setting priorities between types of facilities is another task for the governing body and staff. The typical situation is that there is not enough money to do everything. There are no easy answers, although the 7 criteria previously mentioned can help clarify the priorities. Because the CIP looks forward 5 years, projects that cannot be financed this year could be scheduled for financing in years 2-5.

The following points are offered as an outline for a successful priority setting process.

- Consistently maintain financial viability through financial planning.
- Assure availability of qualified technical expertise.
- Promote technological innovation, "fresh ideas"; avoid quick "cookbook" approaches.
- Determine public needs for service as well as wishes in changing economic environment.
- Communicate these needs to the user, and the costs of facilities to meet those needs.
- Encourage public participation.
- Involve the regulatory or granting agency in the decision making process to assure full understanding of the project by all parties.
- Employ the planning process continuously (annually) for updates.

- Do not be afraid to plan for things you cannot currently afford; be realistic in your needs and work to obtain required funds.

## **II. FIRE PROTECTION**

### **A. *Fire Protection Condition***

The City of Hardin's volunteer firefighters apply for grants to purchase turn out gear, radios, trucks and various other equipment needed. They also host events to help pay for expenses and promote education.

The City of Hardin budgets every year for the utility bills and for the upkeep of the fire department building where all of the equipment is housed.

They hold two meetings minimum per month. One is a business meeting and one is a training meeting. The firefighters are trained to fight fires and help in emergency responses as needed by the City and surrounding area.

### **B. *Recommended Fire Protection Improvements and Estimated Costs***

The recommendation is that the City of Hardin's volunteer firefighters continue their training, to write grants and have their fund raisers. It is also recommended that the City of Hardin and the volunteer firefighters continue to budget for fire protection every year.

The City plans on replacing a 1983 Ford firetruck at an estimated cost of \$325,000. A Coal Board grant has been applied for to help with the purchase.

## **III. STORM DRAINAGE SYSTEM**

Curb and gutter is used to direct storm water to a series of storm drain inlets. The storm drain inlets collect water and the water is transported to the east of the City where it discharges to the Big Horn River.

The City maintains its storm drainage system with tax revenues. In 2015, the system was extensively cleaned and televised. In 2017 two blocks of storm drainage was replaced on 4<sup>th</sup> Street West. Currently the budget for maintenance is \$80,000 per year.

## **IV. PARKS**

### **A. *Parks Condition***

Parks: Hardin has the following parks: Wilson, Heimat, South and Custer Park. The Plaza on North Center Avenue is maintained like a park for community activities.

The parks are adequate in location and size. The Public Works Department, who does the cleaning, mowing, installation and fixing of equipment and planting of trees, maintains the parks. The parks are kept in excellent condition.

The City recently installed restrooms, two pavilions, and new playground equipment in Heimat Park with assistance from a Montana Fish, Wildlife and Parks grant. South Park had a pavilion installed; and both Custer Park and South Park received new sidewalks with the assistance of a CTEP grant. Playground equipment will need to be replaced on a regular schedule.

**B. Recommended Parks Improvements and Estimated Costs**

For 2018 a slide will be in replaced along with some smaller playground equipment for about \$15,000.

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Estimated Cost
Playground equipment - South Park	15,000					15,000

There is a budget set annually for the supplies, maintenance and repairs for the upkeep of the parks and recreation areas of the City.

**V. MUNICIPAL BUILDINGS**

**A. Municipal Buildings Condition**

The Hardin owns the City Hall, the Ping Building (court room, legal, and animal control/code enforcement), maintenance shop, equipment building, a fire station, water plant, water storage tanks, wastewater treatment, several lift station housings, and a landfill with a shop, scale, and scale house. Every year the City budgets for repair and maintenance to do upkeep to these buildings.

\*The Ping Building was purchased and extensively remodeled in 2010. The parking lot was replaced in 2018.

\* A rubberized roof will be installed over the office portion of City Hall. In 2009 the windows were upgraded. The parking lot is scheduled to be replaced in 2019. Since the building was built in 1981, no other major remodels or upgrades have been done.

\*The shop portion of City Hall had its roof replaced in 2016. The shop doors were enlarged and insulated in in 2009.

\*A new Firehall was built in 2010 with ARRA funding, a Coal Board grant, and city resources. The old Firehall is now used for equipment storage.

**B. Recommended Municipal Buildings Improvements and Estimated Costs**

The recommendation is that the City continues to budget for maintenance and repair of the buildings. Continued maintenance will preserve the buildings longer.

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2018 Estimated Cost
City Hall Parking Lot		80,000				80,000
City Hall Roof	19,000					19,000
Ping Building Parking Lot	36,000					36,000
Shop Parking Lot	14,500					14,500
Totals by Year	69,500	80,000	-	-	-	
<b>CAPITAL IMPROVEMENT PLAN TOTAL</b>						<b>149,500</b>

## VI. COMPUTER EQUIPMENT & OFFICE FURNITURE

### A. Computer Equipment and Office Furniture Condition

The City of Hardin maintains its computer system by regularly updating its equipment so that the cost is spread out over a 5 year cycle. In 2017, a map printer/scanner was purchased for a GIS Software System. Printers and scanners are budgeted about every five years or as needed. The current large copier was purchased in 2011 and will need to be replaced in the next 2-3 years. The computer software updates and maintenance are budgeted for annually and updated as needed. Office furniture is purchased as needed.

### B. Recommended Computer Equipment and Office Furniture and Estimated Costs

The recommendation is that the City continues to budget for and purchase computer equipment and software updates.

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Estimated Cost
Computer System (4 computers)	5,688					5,688
Computer System (2 computers)		2,844				2,844
Computer System (1 laptop)		1,972				1,972
Computer System (3 computers)				4,266		4,266
Computer System ( server, 4PCs, 1 laptop, 2 monitors)					21,732	21,732
14 Monitors (estimate \$200 each)			2,800			2,800
4 Ipads (estimate 400 each)		1,600				1,600
Sharp Copier			15,727			15,727
T795 Printer/Scanner - maps						
Various copiers, scanners/faxes (estimate 1500 per year)	1,500	1,500	1,500	1,500	1,500	7,500
	7,188	7,916	20,027	5,766	23,232	
<b>Total</b>						<b>64,129</b>

## VII. STREET SYSTEM

### A. Street Infrastructure Condition

The road surfacing within Hardin consists of gravel, chip seal and asphalt pavement. However, the

majority of streets in Hardin have asphalt paved surfaces. In addition some of the streets have curb, gutter and sidewalks.

The general condition of the streets in Hardin is good. The City uses gas tax funds to help replace and maintain the streets. The City has prioritized some streets for rebuilding and others for chip seal.

Terry Avenue from 6<sup>th</sup> Street West to 8<sup>th</sup> Street West in front of the High School was rebuilt in 2018 using Gas Tax revenues, a Coal Board Grant, and City resources. It will need to be chip sealed in 2019 to extend its life. In 2012 a portion of Blue Sage Court and Rangeview Drive had street paving, storm drains, curb and gutter, and sidewalks installed. In 2015 the Wagner Subdivision also had these infrastructure improvements installed.

The City also performs regular maintenance of the streets and alleys including pothole repair, street sweeping, cleaning storm drains, etc.

### ***B. Recommended Street Improvements and Estimated Costs***

It is recommended that the City practice overlaying streets once utilities have been replaced. This approach makes good sense and will make the City's practices more efficient. The full asphalt overlays and chip sealing have a long life and have performed well in Hardin where the drainage is well developed. The City will need to address replacing failing curb and gutters on some streets. The City will help owners finance some of these replacements.

In general, the City should examine the drainage as part of any street improvement project. In many cases a simple overlay will work effectively without negatively impacting drainage. However, some projects may require asphalt milling or other improvements to maintain good drainage.

Street system improvements are as listed:

	LF/sq ft	Condition	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023	2018 Estimated Cost
1st Street West Lewis to Miles	1000.18' / 35000	4 or 3		117,263				117,263
& Lewis - Division to 1st	360'?	4 or 3		42,215				42,215
7th St N Crook to E Terminus		3			35,179			35,179
Chouteau, 1st St S to 3rd St W		3		82,084				82,084
Crook Ave 5th to 6th St		3				158,271		158,271
Crow Ave, 6th to 7th St		4				29,316		29,316
Crow Ave, 7th to 8th St		4				29,316		29,316
Terry Ave, 170' N of 6th to 8th Coal Board		1	418,307					418,307
13th St, Cody to Custer		3		29,316				29,316
2nd, Crawford to Terry		3			70,358			70,358

Totals by year 418,307 270,878 105,537 58,632 158,271  
1,011,624

Failed	1	Grants or other funding	243,903
Very Poor	2		
Poor	3	Total to fund	767,721
Fair	4		
		Years	5
		Total needed per year	153,544

Street Maintenance equipment and chip seal costs are listed below:

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2018 Estimated Cost
<b>ITEM</b>						
1992 Chevy 1 ton - red truck #52	35,000					35,000
#12 1999 Ford F450 w/ utility box		62,991				62,991
Snowblower/Auger	?					?
Road: chip seal, resurface	80,000	80,000	80,000	80,000	80,000	400,000
<b>Totals by year</b>	<b>115,000</b>	<b>142,991</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>497,991</b>

## VIII. SIDEWALKS, CURBS & RAMPS

### A. Sidewalks, Curbs & Gutter Condition

Sidewalks located within the City of Hardin are in poor to excellent condition. There is not a consistent sidewalk system through the City. Some areas of the City have very old sidewalks, with an adjacent boulevard with trees; other areas have limited portions of newer sidewalks; still other areas

have no sidewalks or curbs. The City allows “Hollywood” or boulevard style sidewalks. Some sidewalks do not have handicap accessible curb ramps, and other areas that do have curb ramps do not meet the current requirements of the Americans with Disabilities Act. There is no consistency with curb and gutter throughout the City.

The City has been limited financially to replace or expand the current sidewalk system. The City will continue to write grants and enforce the sidewalk ordinance to further repair and replace old sidewalks with ADA compliant sidewalks.

***B. Recommended Sidewalks and Curb & Gutter Improvements and Estimated Costs***

The recommendation is that the City enforce the sidewalk ordinance. Repairing or replacement of existing sidewalks are priorities over new sidewalks.

The City should also apply for grants to replace and expand the sidewalk system throughout City. The City should map the existing sidewalks and prioritize the sections that need replaced, based on their current status, the location of public facilities and routinely used routes throughout the City. The City needs to ensure that all sidewalks throughout Hardin are ADA compliant. The City may also consider creation of Special Improvement Districts (SID's) to provide funds for sidewalks although this would create more expenses for the private homeowners.

## **IX. WATER SYSTEM**

***A. Water System Condition***

The City of Hardin’s domestic water system consists of several components. The source of water for the system currently comes from the Big Horn River. The water is piped to the treatment plant which in turn delivers water to the system and to the storage tanks on a hill approximately one mile west of the City. The storage reservoirs consist of one 500,000 gallon concrete tank and one 500,000 gallon steel tank. A pressure transducer located in a piping vault near the tanks senses the tank level and enables control of the pumping cycles and associated reservoir level. The distribution system consists of mains from 6 inches to 16 inches with associated fittings, gate valves and fire hydrants.

Several water system improvement projects have been completed in the last ten years. The most recent water projects include:

In 2007 the steel tank was recoated, extending its life. In 2014, the treatment plant was automated. Water services were extended to the Industrial Park, Yerger subdivision and the Watson Drive – Custer Avenue area.

Water lines will need to be assessed to determine the need for rehabilitation or replacement.

**B. Recommended Improvements and Estimated Costs**

A detailed water system analysis will need to be prepared for the City’s water treatment, storage and distribution system. An updated Water PER will be written and grant applications are expected to be submitted to DNRC and TSEP to help with funding the PER.

Current needs include replacing the Variable Frequency Devices (VFDs), turbidimeter, and alum feeders for water treatment.

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2018 Estimated Cost
Resurfacing/lining Concrete reservoir			300,000			300,000
VFD (Variable Frequency Drive)	200,000					200,000
Backhoe #71980 JD 310A	85,000					85,000
Utility trailer		31,495				31,495
Turbidimeter (original cost 15,035)	31,267					31,267
Freightliner dump truck			208,447			208,447
Excavator #49 Cat 315L		260,559				260,559
Alum Feeders	321,118					321,118
PER	59,500					59,500
<b>Totals by year</b>	<b>696,885</b>	<b>292,054</b>	<b>508,447</b>	<b>-</b>	<b>-</b>	<b>1,497,387</b>

**GRAND TOTAL**

**1,497,387**

## **X. WASTEWATER SYSTEM**

### ***A. Wastewater and Collection System Condition***

The original wastewater collection system was constructed in 1916. By the early 1990's the collection system had grown to include approximately 80,800 linear feet as well as approximately 235 sanitary manholes (SMH). The 2003 project replaced/rehabbed 14,874 feet of sanitary sewer mains and 32 manholes. The 6<sup>th</sup> Street lift station and the force main to the treatment plant were replaced in 2008. In 2009, the City completed a project involving rehabilitation or replacement of 24,044 lineal feet of sewer mains and 82 manholes. Thus, the City has replaced or rehabbed almost 50 percent of sanitary sewer mains and manholes over the course of the last 15 years.

The original facultative lagoons were replaced by the current oxidation ditch mechanical plant in 1978. Portions of the old lagoon cells are still utilized as part of the current mechanical treatment system for surge flow bypass, sludge drying beds, and septage receiving. The existing wastewater treatment system consists of a combination grinder/auger screen headworks followed by activated sludge biological treatment via an oxidation ditch. Wastewater then flows from the oxidation ditch to one of two secondary clarifiers. Activated sludge is pumped from the clarifiers back to the oxidation ditch. Clarified effluent is then disinfected via open-channel UV units. The treated effluent is then discharged to the Bighorn River.

The wastewater collection and treatment systems were inspected by the EPA in September of 2017. The resulting inspection report identified several deficiencies and items requiring corrective action. Areas of concern for the wastewater collection and treatment systems, paraphrased from the EPA inspection report and reports from the Hardin Public Works Department are listed below.

- a) The collection system has issues with excessive I&I and illicit connections which can restrict the design capacity of the system.
- b) The facility does not have grit or grease removal systems. The headworks screen is aging. Grease is present throughout the treatment process.
- c) The wastewater treatment plant has issues with insufficient influent treatment capacity. The plant is immediately overwhelmed by surge flows exceeding 1.0 MGD which occur often during rain and snowmelt events. The oxidation ditch and secondary clarifiers run at maximum capacity during average flows of approximately 0.6 MGD. The influent to the treatment plant is often bypassed to an old lagoon basin (part of the previous treatment facility) during surge flow events. There is no way to reintroduce the bypassed effluent into the treatment process.
- d) Secondary Clarifier No. 1 has uneven flows over the weir due to an uneven weir bar. Thus, the clarifier does not operate according to design.
- e) The plant operators reported freezing issues in the clarifier inlet channels.
- f) Wastewater flow rate monitoring is unreliable.
- g) The wastewater treatment plant does not have backup power generation.
- h) The wastewater treatment plant does not have a redundant blower for the aerobic digester.
- i) The plant operators have reported excessive foaming in the oxidation ditch.
- j) The return activated sludge (RAS) pumping station is aging and requires repairs frequently.

- k) The waste activated sludge (WAS) pumping station is aging.
- l) The wastewater treatment plant does not have redundant disinfection on the effluent bypass channel.
- m) The existing UV disinfection system is located outdoors, making maintenance difficult during inclement weather.
- n) There is currently no way to introduce septage from pumper trucks into the treatment process. Septage is currently dumped in the old lagoon cell that is also utilized as a sludge drying bed.
- o) The plant does not have an adequate water supply.

The City's collection system has issues with excessive Inflow and Infiltration (I&I) and illicit connections, which can restrict the designed capacity of the system. I&I has been a known issue within the collection system for a number of years, but the City has not conducted a comprehensive assessment of the system since the 1980s. Further, the City has not quantified the volume of I&I that occurs in the collection system. In addition to I&I, the City also has an issue with illicit connections to the collection system. Some homes and businesses have sump pumps or rain gutters that discharge directly to the wastewater collection system.

Proper operation and maintenance of the collection system includes maintaining its design capacity in order to minimize WWTP upsets, bypasses, and SSOs. Excess I&I and illicit connections restrict the design capacity of the collection system, and in the City's case, could contribute to unnecessary bypasses and upsets at the WWTP (e.g., untreated influent sent to the lagoon basin/emergency bypass pond).

Other than continued regular maintenance, the following improvements have been identified.

**B. Recommended Sewer and Drainage Improvements and Estimated Costs**

Wastewater system improvements costs are listed below:

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2018 Estimated Cost
Sewer truck - VAC CON					350,000	350,000
Improvements identified by the PER		2,035,020				2,035,020
Improvements identified by the PER			9,265,216			9,265,216
<b>Totals by year</b>	-	2,035,020	9,265,216	-	350,000	11,650,236

**GRAND TOTAL**

**11,650,236**

## **XI. SOLID WASTE COLLECTION and LANDFILL**

### ***A. Solid Waste Collection and Landfill Condition***

The Solid Waste Department operates as part of the larger Public Works Department and provides garbage collection and disposal for the community. Garbage collection is provided to every residence and business in the community at least twice a week. Containers are also provided by the City. The Solid Waste (Garbage collection) is operated as an enterprise fund and user fees are based on whether a user has an individual canister or a shared one and the number of collections per week.

The City currently has four garbage trucks and collects solid waste 6 days a week for disposal at its landfill. Collection currently runs two trucks, one full-time and one part-time. The City hosts clean-up events in the spring and fall. The spring event is called “Operation Sparkle” and is coordinated with the school so students can pick up litter around the City. The trucks are regularly maintained and are on a 5-7 year replacement schedule. However the oldest trucks are a 1996 box truck and a 1999 truck with a grabber that automatically empties canisters.

The City also maintains a Class II landfill for garbage disposal. The landfill is a separate enterprise fund from collection. Users are charged per load taken to the landfill based upon the size and type of load per a fee schedule established by the City Council. The current landfill site was purchased in 1969 and was operated by Big Horn County under an Interlocal agreement. In 1991 the City assumed operation of the landfill when new EPA regulations were introduced. A coal ash cell was added to the landfill in 2010. The 2018 estimated life for the Class II cell is 25 years and the Coal Ash cell is 27 years. The landfill serves all of Big Horn County which includes both the Crow and Northern Cheyenne reservations.

The City is required by state and federal laws and regulations to make annual contributions to a trust to finance closure and post-closure care. Annual contributions to the trusts for closure and post-closure are determined by time to closure and post-closure of each landfill cell and the cost for each as determined by an engineer.

A new Cat compactor was purchased in 2018 for \$678,550 with the assistance of a Coal Board grant. Equipment is replaced every 5-10 years as needed. Regular maintenance is done and repairs of equipment are done as needed to help extend the life of the equipment.

### ***B. Recommended Solid Waste Collection and Landfill Improvements and Expected Costs***

It is recommended that the City continue to maintain and replace equipment on a regular schedule. A survey and upgraded life expectancy for the landfill will determine the life of each cell, where to place a road for future cell expansions, and placement of those cell expansions.

The Solid Waste Collection system equipment costs are as listed:

	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023	2018 Estimated Cost
1996 Garbage truck #11 - box truck						-
1999 Garbage truck #29 - Freightliner		332,801				332,801
2009 #55 Mack garbage truck	332,801					332,801
2016 #74 Peterbilt garbage truck				332,801		332,801
Land purchase		300,000				300,000
<b>Totals by year</b>	<b>332,801</b>	<b>632,801</b>	<b>-</b>	<b>332,801</b>	<b>-</b>	<b>1,298,403</b>

The Landfill system equipment costs are listed below:

	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023	2018 Estimated Cost
Cat motor grader			157,477			157,477
John Deere scraper		677,454				677,454
Case loader	209,969					209,969
Landfill road						impaired
Land purchase (see \$300,000 in Solid Waste)		X				
Equipment shed		49,923				49,923
Road for new cell		30,000	30,000			60,000
<b>Totals by year</b>	<b>209,969</b>	<b>757,377</b>	<b>187,477</b>	<b>-</b>	<b>-</b>	
<b>CAPITAL IMPROVEMENT PLAN PROJECTS IDENTIFIED TOTAL</b>						<b>1,154,823</b>

## XII. SUMMARY

### A. Summary of Recommendations

Although this CIP is a valuable tool for the City of Hardin, it must be continually updated in order to represent current and changing conditions. For instance, the community's growth must be reviewed and considered.

### B. Priorities

The previous section of this report outlined needed capital improvements or equipment replacements for the City's entire system and prioritized improvements for each system. The following priorities for Capital improvements and equipment replacement are recommended for implementation:

Priority	Project or Equipment to be Replaced	Project Cost	Funding Sources
1	Terry Ave, 170' N of 6th to 8th (with Coal Board)	418,307	General Fund, Gas Tax, & Coal Board
2	Ping Building Parking Lot	36,000	General Fund, Capital Improvement Fund
3	Fire truck	325,000	General Fund, Capital Imp. Fund, Coal Board
4	Playground equipment - South Park	15,000	General Fund
5	Shop Parking Lot	14,500	General Fund
6	City Hall Roof	19,000	General Fund
7	Alum Feeders	321,118	Water Fund
8	VFD (Variable Frequency Drive)	200,000	Water Fund
9	#55 Mack garbage truck	332,801	Solid Waste Collection
10	Backhoe #71980 JD 310A	85,000	Water Fund
11	1992 Chevy 1 ton - red truck #52	35,000	Street Maintenance
12	Turbidimeter (original cost 15,035)	31,267	Water Fund
13	Computer System (4 computers)	5,688	All Funds
14	Various copiers, scanners/faxes (estimate 1500 per year)	7,500	All Funds
15	Road: chip seal, resurface	400,000	Street Maintenance
16	Case loader	209,969	Landfill
17	Snowblower/Auger	?	Street Maintenance
18	WWTP: Alt. H-1 Single Headworks (includes grit & grease removal)	2,035,020	Wastewater, TSEP, DNRC, CDBG, Coal Board, & RD
19	WWTP: Alt. T-3 New ICEAS SBR (includes water well)	9,265,216	Wastewater, TSEP, DNRC, CDBG, Coal Board, & RD
20	Terry Avenue - High School - Chip seal	30,000	General Fund, Gas Tax
21	City Hall Parking Lot	80,000	General Fund
22	Computer System (2 computers)	2,844	All Funds
23	Water System PER	59,500	Water Fund
24	Computer System (1 laptop)	1,972	All Funds
25	4 Ipads (estimate 400 each)	1,600	All Funds
26	1st Street West Lewis to Miles	117,263	General Fund, Gas Tax
27	Lewis - Division to 1st	42,215	General Fund, Gas Tax
28	Road for new Landfill cell	60,000	Landfill
29	Garbage truck #29 - Freightliner	332,801	Solid Waste Collection
30	Excavator #49 Cat 315L	260,559	Water Fund
31	Utility trailer	31,495	Water Fund
32	13th St, Cody to Custer	29,316	General Fund, Gas Tax, possibly homeowners
33	Equipment shed	49,923	Landfill
34	#12 1999 Ford F450 w/ utility box	62,991	Street Maintenance
35	Chouteau, 1st St S to 3rd St W	82,084	General Fund, Gas Tax, possibly homeowners

Priority	Project or Equipment to be Replaced	Project Cost	Funding Sources
36	John Deere scraper	677,454	Landfill
37	Land purchase - Landfill	300,000	Solid Waste Collection & Landfill
38	Resurfacing/lining Concrete reservoir	300,000	Water Fund
39	Sharp Copier	15,727	All Funds
40	14 Monitors (estimate \$200 each)	2,800	All Funds
41	2nd, Crawford to Terry	70,358	General Fund, Gas Tax, possibly homeowners
42	7th St N Crook to E Terminus	35,179	General Fund, Gas Tax, possibly homeowners
43	Freightliner dump truck	208,447	Water Fund
44	Cat motor grader	157,477	Landfill
45	Computer System (3 computers)	4,266	All Funds
46	Crow Ave, 6th to 7th St	29,316	General Fund, Gas Tax, possibly homeowners
47	Crow Ave, 7th to 8th St	29,316	General Fund, Gas Tax, possibly homeowners
48	#74 Peterbilt garbage truck	332,801	Solid Waste Fund
49	Sewer truck - VAC CON	350,000	Wastewater
50	Crook Ave 5th to 6th St	158,271	General Fund, Gas Tax, possibly homeowners
51	Computer System ( server, 4PCs, 1 laptop, 2 monitors)	21,732	All Funds

### C. *Maintenance Program*

#### Fire Protection

Proper care and maintenance of the fire protection equipment will increase the life of the equipment and will keep it in excellent condition at the time needed for fighting fires and emergency calls. Infrequent or inadequate maintenance can decrease the life of the equipment. Proper care and maintenance can increase the change of life and lower life-cycle costs for maintenance and replacement.

#### Parks

Park maintenance is an important element in maintaining a clean and healthy environment for the community. Infrequent or inadequate maintenance can lead to overgrown areas of noxious weeds and garbage, or fallen and dead trees. Proper maintenance can increase the beauty of the parks and lower life-cycle costs for maintenance.

### Municipal Buildings

Continued repair and maintenance to the buildings is a key element in maintaining the life of the buildings. Infrequent or inadequate maintenance can decrease the life of the building and increase the overall life-cycle costs of the buildings. Proper maintenance can increase the life of the buildings and decrease the life cycle costs for maintenance.

### Computer, Equipment and Office Furniture

Continual maintenance and upkeep, keeps your office and equipment running smoothly. Inadequate repair can decrease the life of your computers and furniture. Proper maintenance can increase the life of the equipment and furniture with lower life-cycle costs for maintenance.

### Streets and Drainage

Street maintenance is a key element in maintaining a road surface for the design life of the street. Infrequent or inadequate maintenance can decrease the life of a street and increase the overall life-cycle cost of the street. Conversely, proper maintenance can increase the design life of the streets with lower associated life-cycle costs for maintenance.

### Sidewalks, Curbs & Ramps

Repair maintenance is a high priority to keep sidewalks level or removing of broken and damaged sidewalks and curbs. Infrequent or inadequate maintenance could lead to bodily injury to the public. Repair and maintenance will decrease the chances of bodily injury and continue to have walking paths for the public. Grant writing and ordinance enforcement to replace and repair is key.

### Water System

An operation and maintenance manual is used by the City's water system and continually updated. The operation and maintenance plan details all required and recommended maintenance data for the system as well as parts lists and water system product information.

### Wastewater System

An operation and maintenance manual is used for the City's wastewater system and continually updated. The operation and maintenance plan details all required and recommended maintenance data for the system as well as parts lists and wastewater system product information.

### Solid Waste Collection and Landfill

An operation and maintenance manual was prepared for the City's Landfill system and updated in 2015. The operation and maintenance plan details all required and recommended maintenance data for the system.

The City should continue with its existing maintenance plans.

## SUMMARY

### CITY of HARDIN COMMUNITY NEEDS SURVEY

Citizens of the City of Hardin were asked for their input for the various services the City provides. Hardin's population is approximately 3,754 people, and there are 1319 consumer accounts for water services. People were asked a variety of questions including where they would like to see improvements and what they want to see prioritized. The survey was mailed out in June, 2018. We received 180 responses by August 1, 2018. This is a summary of some of the questions and responses. The full report and results are available from:

Hardin City Hall  
406 North Cheyenne Avenue  
Hardin MT 59034

#### **How do you rate Hardin as a place to live?**

Above Average	19
Good	61
Average	79
Poor	17
No Response	5

There were 4 responses that indicated below average

#### **What do you like best about living in this area?**

The responses were able to be categorized by the following:

People - family or friendly people or know everyone	52
Small Town, rural or country atmosphere	43
Services: library, schools, events, code enforcement, downtown or food, mosquito control, parks, church, city services(water, sewer, streets, garbage), post office, clinics, pharmacies, fairgrounds, museum, Shakespeare in the Parks, bowling alley, golf	23
Close to Billings, but still a small town or location	22
Activities: Hunting, boating, mountains, etc.	16
Economic: Cost of living, affordable housing, affordability, job, agriculture	12
History &/or scenery, location, climate	11
Easy to get around, not a lot of traffic, commute	11
Nothing or other negative comment	6
Quiet area, low crime/safe, community values	5

Our home	5
Good Community in the past	3
Do not live here	1
Trees	1
The sun comes up and the sun goes down. This makes me very happy.	1
No Response	31

**How many years have you lived in this area?**

Less than 5 yrs.	8
5-10 yrs.	15
More than 10 yrs.	149
Business only	1
No Response	7

**PUBLIC FACILITIES AND SERVICES**

Please indicate how you rate the need to improve the following services.

**Water System**

1 - Very Important	76
2 - Important	60
3 - Not Important	32
4	1
No Response	11

**Sewage Collection & Disposal**

1 - Very Important	76
2 - Important	60
3 - Not Important	30
No Response	14

**City Sponsored Beautification and Cleanup Campaign**

1 - Very Important	61
2 - Important	70
3 - Not Important	36
4	1
-3	1
No Response	11

**Drainage, Curbs & Gutters**

1 - Very Important	73
2 - Important	77
3 - Not Important	14
No Response	16

**Sidewalks, Trails & Walkways**

1 - Very Important	54
2 - Important	71
3 - Not Important	35
4	1
5	1
No Response	18

**Swimming Pool**

1 - Very Important	42
2 - Important	67
3 - Not Important	53
0	1
6	1
No Response	16

**Fire Protection**

1 - Very Important	69
2 - Important	56
3 - Not Important	40
No Response	15

**City Office Administration**

1 - Very Important	22
2 - Important	62
3 - Not Important	74
6	1
-3	1
No Response	20

**Street/Road Maintenance**

1 - Very Important	98
2 - Important	61
3 - Not Important	15
No Response	6

### Street Lighting

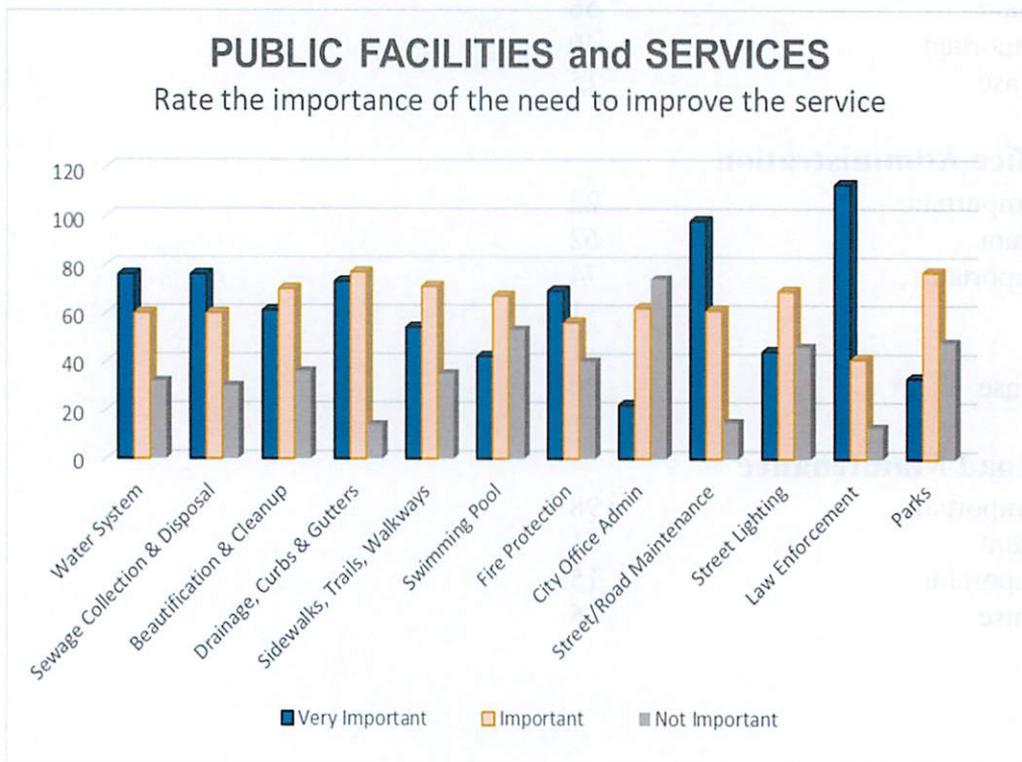
1 - Very Important	44
2 - Important	69
3 - Not Important	46
0	1
5	1
No Response	19

### Law Enforcement

1 - Very Important	113
2 - Important	41
3 - Not Important	13
0	1
-3	1
No Response	11

### Parks

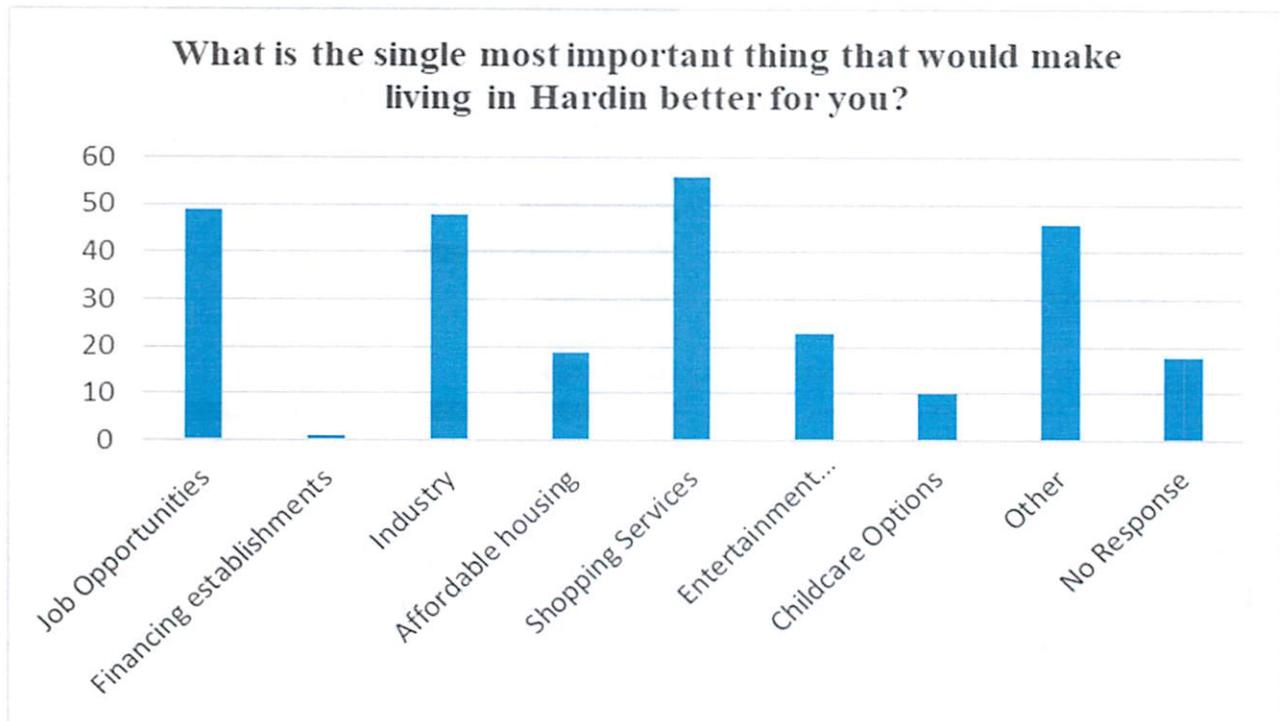
1 - Very Important	33
2 - Important	77
3 - Not Important	48
4	1
A+	1
0	1
No Response	19



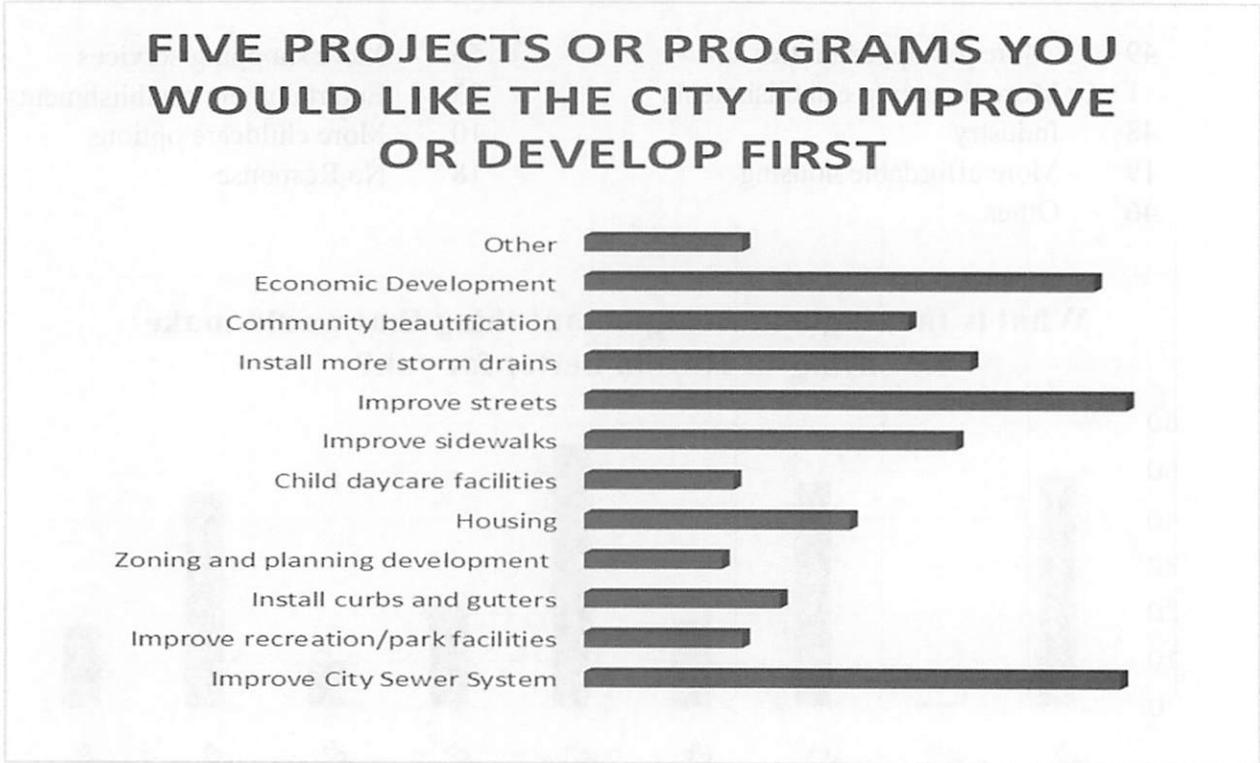
## ECONOMIC DEVELOPMENT

1. What is the single most important thing that would make living in Hardin better for you?

49	More job opportunities	56	More shopping services
1	More financing establishments	23	Entertainment establishments
48	Industry	10	More childcare options
19	More affordable housing	18	No Response
46	Other		



## SUMMARY QUESTIONS



1. Mark up to *five (5)* future projects or programs you would like the City to improve or develop first (1 being first and 5 being last) (listing of responses)

**Improve city sewer system**

#1 Priority	41
#2 Priority	6
#3 Priority	9
#4 Priority	9
#5 Priority	8
X	17
Not ranked	90

**Improve recreation/park facilities**

#1 Priority	5
#2 Priority	3
#3 Priority	4
#4 Priority	7
#5 Priority	12
X	7
Not ranked	142

**Install curbs and gutters**

#1 Priority	2
#2 Priority	7
#3 Priority	3
#4 Priority	11
#5 Priority	10
X	14
Not ranked	133

**Zoning and planning development**

#1 Priority	2
#2 Priority	3
#3 Priority	6
#4 Priority	9
#5 Priority	5
X	7
Not ranked	148

**Housing**

#1 Priority	8
#2 Priority	9
#3 Priority	8
#4 Priority	5
#5 Priority	7
X	16
Not ranked	127

**Child daycare facilities**

#1 Priority	4
#2 Priority	5
#3 Priority	4
#4 Priority	6
#5 Priority	5
X	8
Not ranked	148

**Improve sidewalks**

#1 Priority	6
#2 Priority	13
#3 Priority	14
#4 Priority	13
#5 Priority	6
X	25
Not ranked	103

**Improve streets**

#1 Priority	16
#2 Priority	21
#3 Priority	20
#4 Priority	8
#5 Priority	7
X	28
Not ranked	72

**Install more storm drains**

#1 Priority	15
#2 Priority	11
#3 Priority	13
#4 Priority	8
#5 Priority	5
X	20
Not ranked	108

**Community beautification**

#1 Priority	6
#2 Priority	10
#3 Priority	11
#4 Priority	8
#5 Priority	11
X	24
Not ranked	110

**Economic Development**

#1 Priority	21
#2 Priority	15
#3 Priority	10
#4 Priority	8
#5 Priority	9
X	32
Not ranked	85

## **City of Hardin**

### **Public Hearing**

September 6, 2018

The Public Hearing for the Community Needs Assessment began at 6:30 p.m. at the Hardin Depot. In addition to several members of the public, there was Mayor Joe Purcell, Council member Harry Kautzman, Finance Officer/City Clerk Michelle Dyckman, Public Works Director Rock Massine, and City Attorney Jordan Knudsen. Big Horn Hospital Association representatives included Foundation Director Bill Hodges; and Hospital Administrator Kristi Gatrell.

Mayor Purcell reviewed the results of the Community Needs Assessment. Shopping services, job opportunities, and industry were the most important developments citizens want to see in Hardin. Improving the City's Sewer System, Streets, and Economic Development were projects or programs that people indicated they would like to see prioritized. Purcell noted he has been in contact with industries who are interested in establishing businesses in the area. He opened the hearing up for discussion.

Gladys Herman said she didn't like the litter, especially from garage sales. Bart Hollis said there used to be a canister on the curb that pedestrians used to dispose their garbage. Now they just drop it in the street. Deb Winburn said there are three taxing jurisdictions: City, County and School. Taxes that are used to pay these employees are to stimulate our economy. Instead there are about 75 employees who live in Yellowstone County. At \$40,000 per job, that is about \$3,000,000 that is not here to stimulate Hardin's economy. She added that TRA is not working on economic development, and the City should spend money on an economic development person.

Vinetta Hollis talked about grocery shoppers approached by panhandlers, yet there are poor people that can only afford cat food. Mike Martinsen noted that it is pretty sad when you drive down the alleys. It could be better. He also asked about the dentist office going in behind Little Horn State Bank, Bighorn Valley Health Center building out by Shopko, and Reese and Ray's selling. Theresa Hert noted the distressing things going on in the community like public intoxication and fornication in the alley. She would like to see more patrolling done. Aaron Baker said he had been arrested for public intoxication when he was walking home from the bar. He asked why it was not being used. Hert said the public intoxication is now off the books, but that disorderly conduct could be used. She watched a panhandler at McDonald's giving hand signals to his friends showing how much he had received. He then walked across the street to buy liquor.

Winburn asked if they could prohibit the sale of single cans of alcohol. Knudsen replied he would need to look into that. Baker would not want to see that. Mrs. Hollis added that the deputies do not wave or say "Hi" when they drive by. The Mayor said the City is in the middle of negotiations on Law Enforcement. Hert asked what other cities do.

Jean Koebbe thought the worst trailer court in the United States was here. She sees little children eating and playing on the ground. She is tired of it. Nothing is cleaned up, and she got robbed. She moved to Hardin 64 years ago. There were nice lawns and care. She doesn't want to move to Billings; she doesn't want to leave the town she loves. She sees trailers that a dog shouldn't live in, she wants to tell what the south side of Hardin is like. Martinsen held that nothing will change unless people are accountable - - bring it back to the County Commissioners and the City Council.

Mrs. Hollis reiterated how she wanted to start a campground, but had difficulty complying with the public health standards. She wondered where the County Inspector was. She would like to see the City get rid of Section 8. Mr. Hollis asked if the City can approve or disapprove Section 8. Knudsen noted that is Federal.

Mr. Hollis said they have to live here. Mayor Purcell asked about going back to our own police department. Mr. Hollis replied that most people on a fixed income can't afford more. Mrs. Hollis said the alley way by the bowling alley needs to be cleaned up – it is like a highway.

Mike Opie asked if anyone has looked at MCA to see about eminent domain regarding urban blight, then take control of the property, fix it up, and sell it. Mr. Hollis responded “if I can't mow anymore, are you going to move me out?” Dyckman noted the City had done that with Hardin Trailer Court and is still trying to sell the lots.

Theresa Hert noted she had started a Crime Prevention Council and worked there for 7 years. Hardin needs a Community Watch program. That could be a good fix. Purcell noted on social media there is a good community watch. That could be part of the change.

Koebbe asked where the sanitarian was, you never see him. Baker noted he was the youngest in the room and would like to help with the community. He would like to see programs like the one where people helped build their own homes over by Town Pump. Sunset has trailers boarded up. His brother is moving back and doesn't want to deal with Sunset, Laurie, or Seder. There needs to be housing development.

Mayor Purcell asked about having Operation Sparkle two or three times a year and getting the youth involved. If the kids are involved, they will keep off the streets – pool, skateboard park, etc. Mrs. Hollis said that you can't go to the parks: people from Crow use them and you can't get in. Purcell responded as long as they're not abused, that is what the parks are for. The City crews do an excellent job of keeping them up. He asked about shopping services. Mrs. Hollis responded a clothing store. Mr. Hollis added that if something pops up here, they are open for six months, then go bankrupt. Look at the houses for sale.

Martinsen remembered when there were grocery stores here. A store wanted to come in, but they couldn't beat down City Council to come in. Now they take our wealth and move on. Then there are the teachers that live in Billings.

Mayor Purcell observed that we need to promote ourselves. Martinsen added that the community needs to pick up its image somehow. Purcell said there is a Main Street program that will help with establishing businesses. Chris Schneider asked how big is the prison. You could put a grocery store in there. That would bring in another business and so on. Pretty soon it is up and running. Randen Schoppe quipped that would be a “gated” community. Mrs. Hollis would like a clothing store with western clothes, etc. Now they are just jacking up the price of a business. Help the people who want to start a business; give them a break.

Purcell added there are opportunities out there. There is a community Foundation. What kind of industry should we have? Love’s just came in. Mr. Hollis asked how many employees are at the power plant. The response was around 12. Purcell noted there are things in the works. Shirley Margheim said she had a hard time hearing in the back; too many people talking.

Purcell went back to the responses in the Community Needs Assessment when people were asked the five projects they wanted to see. Some of the top responses were sewer system improvements and economic development. Stahly Engineering is looking at grants to help us prepare to go forward with sewer improvements. The budget was approved with an increase in sewer rates increased gradually to help us prepare. Terry Avenue in front of the high school has been completed, and there are compliments on that. But there is plenty more to do like work on the potholes. We will work on the list, but it is a slow process. We will be using Coal Board money for the Terry Avenue project and are going for a grant for a firetruck.

CDBG (Community Development Block Grant) requires a public hearing as part of its process. Council voted to sponsor the hospital for CDBG. This is a community project. They intend to get it done within a year so we (City) can apply for a sewer grant next.

At 7:25 p.m. Bill Hodges and Kristi Gatrell presented the Hospital’s plan to upgrade their facilities. The \$10.2 million dollar project would expand the emergency department and add six additional rooms for patients. It would also address HIPAA concerns about patient confidentiality and add patient-controlled access for better security. They will look at borrowing about \$7 million and hope to raise the other \$3.2 million through grants and donations. The hospital will be up and functional the whole time. They hope to get \$500,000 from the Coal Board and \$450,000 from CDBG. There will be no increase in taxes because the hospital is not in a hospital district.

Mrs. Hollis asked if the rates would go up. Hodges responded that they will be within cost of living adjustments (COLA) despite receiving \$47 reimbursement from Medicare/Medicaid for \$100 worth of services. Chris Schneider asked about parking. Gatrell responded that the old clinic will be taken down so that a parking lot can be put in there. Schneider replied that should help with people parking in front of residents homes. When asked about new doctors, Gatrell answered that both St. V’s and Bighorn Valley are recruiting.

Cliff Arbogast asked about dialysis. Gatrell replied that is was too expensive/cost prohibitive. Arbogast countered there is such a need. Gatrell noted that a transit bus could be possible, but Lame Deer and Crow Agency tried the dialysis. They are part of a big organization and could not make it work.

Hodges and Gatrell invited everyone to the groundbreaking on October 3 from 5:30-7:30. There will be food and entertainment.

At 7:40 Greg Steckler of Stahly Engineering reviewed the Wastewater Treatment Plant project. The existing plant was built in 1978 and has outlived its 20-30 years life expectancy. It will also address issues like installing a backup disinfection, removing particulates, and upgrading the headworks. To upgrade completely it is expected to cost \$11.3 million. The City is being proactive and applying for as many grants as possible such as TSEP (Treasure State Endowment Program), RRGL (Renewable Resource Grant and Loan), and CDBG. They will also apply for Rural Development funding. That could be up to 75% grant funding. However, there are different percentages depending on funding. The timeline is to design next year and in 2020 go into construction.

Mrs. Hollis asked if the system would go down. Steckler responded that the existing system will keep operating. They will also reuse as much as they can such as tanks and mechanical equipment.

Purcell noted there will be more public hearings for both the hospital and the wastewater treatment plant. He added that the City Council works for you, and they are open to public comment. To get on the agenda, it needs to be scheduled the Thursday before a meeting. He is at the office every day and an appointment can be scheduled to meet with him.

The hearing concluded at 7:54 p.m.

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Joe Purcell, Mayor

ATTEST:

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Michelle Dyckman, Finance Officer/City Clerk