

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

**COUNCIL MEETING: The Regular Council Meeting for January 3, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve the Council and Committee minutes as written for December 20, 2016. Motion seconded by Molina. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

CJ Yochum of YCI Recycling expressed his concern that a non-competition bid contract was awarded to Republic Services for scrap metal to be picked up from the City Landfill and he was not notified. Chris Schneider, Landfill Lead, noted that there was an eight month span that YCI Recycling did not do a pick up from the landfill. Yochum reported that the contract with the City had not been renewed and that a new contract had to be in place before a pick up could be done. Knudsen noted that the contract with YCI Recycling had expired, and the City was not required to put the contract out to bid. Yochum mentioned he had spoken with his attorney. Mayor Lane responded that his attorney may contact the City Attorney regarding this issue.

Cory Kenney noted that he would like to see better Communication from Council. He feels that the lack of communication has led to lawsuits. He also expressed that hopefully there will be some resolution regarding snow removal.

**COMMUNICATIONS:**

Mayor Lane reported that the City received a newsletter from Montana Municipal Interlocal Authority (MMIA).

**MAYOR:**

Mayor Lane communicated a Happy New Year to everyone.

**OLD BUSINESS:**

Dill reported that the Northern Cheyenne Agreement has been signed by Northern Cheyenne.

**NEW BUSINESS:**

Mayor Lane noted there is a new Council Committee list. It is the consensus of Council to stay with the assignments until any further changes are needed.

**STAFF REPORTS:**

**Public Works:**

**Finance:**

Dyckman provided an overview of the Management's Discussion & Analysis. Greer asked if the Certificates of Deposit (CD's) were due for renewal and if the City could research other financial institutions for a higher investment return. Dyckman replied that the CD's are renewed and that they are staggered. She also reported that the ordinance restricts money to financial institutions within the City. Greer asked if the ordinance could be changed. Knudsen will look into the ordinance. Greer suggested to see if our current investment holders could match the State Investment Pool (STIP). Dyckman will research the options.

Dyckman presented information regarding the Capital Assets Schedule. Krebs motioned for approval of the report. Greer seconded. On a voice vote, the motion was unanimously approved.

**Legal:**

**Economic Development:**

Mayor Lane reported that there has not been any new information regarding Two Rivers Detention Facility. He also noted that Love's Truck Stop has moved their opening date due to the weather.

**COMMITTEE REPORTS:**

**Personnel Policy:**

**Sewer & Water:**

**Law Enforcement:**

Zent reported that a Law Enforcement meeting with Big Horn County Commissioners is scheduled for Monday, January 9, 2017 at 10:00 a.m. in the Commissioner's office.

**Streets & Alleys:**

Kautzman reported that the Committee agreed to seek the Coal Board grant and other grants that may be available regarding the Terry Avenue Project. He also noted that the Committee will have another meeting.

Kautzman noted that the Committee will meet again regarding snow removal.

**Parks & Playgrounds:**

**Finance/Landfill:**

Greer reported that the Finance Committee will be meeting again regarding curbs, gutters, and sidewalks. He also noted that the Landfill / Solid Waste Committee will meet again to discuss the solid waste collection commercial rates and fees schedule. Greer requested approval of the Northern Cheyenne Agreement. Kautzman motioned for approval. Zent seconded. On a voice vote, the motion was unanimously approved.

Greer made a motion to approve the claims:

	CLAIM No.		Monthly Total
December, 2016	21339 - 21383	\$	280,900.29
<b>Claims Total (Expenditures)</b>			<b>\$ 280,900.29</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**ANNOUNCEMENTS:**

Mayor Lane noted there is a Law Enforcement meeting with Big Horn County Commissioners scheduled for Monday, January 9, 2017 at 10:00 a.m. in the County Commissioner's office.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:36 p.m.

Jack Lane  
Jack Lane, Mayor



**ATTEST:**  
Michelle Dyckman  
Michelle Dyckman, City Clerk

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

**COUNCIL MEETING: The Regular Council Meeting for January 17, 2017 was called to order at 7:35 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve the Council and Committee minutes as written for January 3, 2017 and the January 9, 2017 Law Enforcement meeting with Big Horn County. Motion seconded by Greer. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney noted that he would like public comment to be opened following the discussion of the solid waste ordinance. He also expressed concern over the vehicles that have been tagged by the City, because some are not able to be moved due to the snow. He also feels that piling the snow in rows down the middle of the street is dangerous. Carol Fox asked what the ordinance was concerning vehicles parked on the street. Molina answered that a vehicle in a business district can be tagged if it has not moved in three consecutive days and in a residential district if not moved in five consecutive days.

**COMMUNICATIONS:**

**MAYOR:**

Mayor Lane commended the City crew for the excellent job they have done on snow removal. There is not any new information to report on Love's Travel Stop. He noted that Detention Center negotiations are on track. Dill reported that he received information that the Bureau of Indian Affairs is anticipating to lease the Detention Center by February 1<sup>st</sup> and to open by March 1<sup>st</sup>.

**OLD BUSINESS:**

Dill reported that he is currently working on the Commercial Solid Waste Ordinance. He is in the process of evaluating commercial properties to develop a methodology for establishing volume. Dill recommended for volume to be based on yardage and not tonnage.

Dill suggested that the best way to enforce the Snow Removal Ordinance may be to contract with an individual just as the City currently does to enforce the Weed Ordinance. Knudsen reported that if someone would slip and fall on a sidewalk, that it would be the responsibility of the homeowner. Kenney voiced that there is no way one contractor can take care of all of it. Krebs then asked Kenney if he had any suggestions. Kenney responded that he would like the fine to be removed and that he would like to see main paths plowed. Krebs then noted that if the fines were removed that it would be providing a service. Dill requested to have a Streets & Alleys Committee meeting to discuss snow removal on February 7<sup>th</sup>, before the next Council meeting. Kenney again questioned the tags on vehicles. Debbie Winburn reported that some vehicles had not been moved in months. Molina noted a lot of the tagged vehicles have been moved.

Dyckman reported the infrastructure costs for Yerger Subdivision were estimated at \$243,439.71. She requested for the amount to be approved as the infrastructure values. Greer motioned for approval. Krebs seconded. On a voice vote, the motion was unanimously approved.

**NEW BUSINESS:**

Earl Atwood, Office Manager of Beartooth RC&D, reported that the contract with the City of Hardin is due for renewal and that he is available to answer any questions or concerns about the Memorandum of Understanding. Atwood also noted that the City of Hardin is one of the more engaged Councils with the public. Sue Taylor, Economic Development Director, reviewed information regarding housing in the City of Hardin. Greer motioned for approval for the Mayor to sign the Memorandum of Understanding. Kautzman seconded. On a voice vote, the motion was unanimously approved.

Dill reported that a proposal estimate of \$2,250.00 was received from Nittany Grantworks to develop an application to submit to the Coal Board for the Hardin High School Street Pavement Restoration project. Kepp noted that he would like for the City to attend a School Board meeting to encourage their support for the project. Kepp motioned to approve the proposal submitted by Nittany Grantworks. Greer seconded. On a voice vote, the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

**Finance:**

Dyckman reported that the auditor will be at City Hall the week of February 13<sup>th</sup>.

**Legal:**

**Economic Development:**

**COMMITTEE REPORTS:**

**Personnel Policy:**

**Sewer & Water:**

Kepp asked if the North Custer Water Main Project was done. Dill confirmed that it is ready to go.

**Streets & Alleys:**

Kautzman reported that there was still a lot of snow. There will be a Committee meeting regarding snow removal before the regular Council Meeting on February 7<sup>th</sup>. He also noted that there have been a few leaks that have been taken care of. Mayor Lane commended City crews for their work.

**Law Enforcement:**

Zent reported that there was a Law Enforcement meeting with Big Horn County Commissioners on Monday, January 9<sup>th</sup>. He noted that there are a few aspects under review and they are waiting more information. Kepp noted that the City not only contributes \$450,000.00 to Law Enforcement, but also the County receives 911 money and Kautzman noted they also receive money for the Public Safety Fund. Zent asked Dyckman for information regarding funds that are received from the City to Law Enforcement services. Dyckman will research the information.

**Parks & Playgrounds:**

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.		Monthly Total
December, 2016	21410 - 21429	\$	34,559.12
January, 2017	21384 - 21409 21430 - 21434	\$	15,553.65
<b>Claims Total (Expenditures)</b>		<b>\$</b>	<b>50,112.77</b>
December, 2016 Payroll		\$	178,588.71
<b>TOTAL Submitted</b>		<b>\$</b>	<b>228,701.48</b>

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

**Resolutions & Ordinances:**

Molina reported that Healthy Hardineers would like to meet with the City to consider a resolution they have written. They would like for the City to look at sidewalks, lights, transit, and bicycle paths.

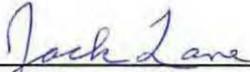
**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

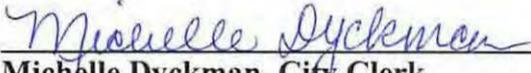
**ANNOUNCEMENTS:**

Mayor Lane noted there is a Law Enforcement meeting with Big Horn County Commissioners scheduled for Monday, January 23, 2017 at 10:00 a.m. in the County Commissioner's office.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:51 p.m.

  
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Jack Lane, Mayor

ATTEST:

  
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Michelle Dyckman, City Clerk



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

**COUNCIL MEETING: The Regular Council Meeting for February 7, 2017 was called to order at 7:35 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Kenny Kepp, Harry Kautzman, and Jeremy Krebs. Clayton Greer and Darren Zent were excused.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kepp made the motion to approve the Council and Special Meeting minutes as written for January 17, 2017 and the January 23, 2017 Law Enforcement meeting with Big Horn County subject to an explanation of the Law Enforcement meeting. Motion seconded by Kautzman. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:** N/A

**COMMUNICATIONS:** N/A

**MAYOR:** N/A

**OLD BUSINESS:** N/A

**NEW BUSINESS:** N/A

**STAFF REPORTS:**

**Public Works:**

**Finance:**

Dyckman reported that the auditor will be at City Hall the week of February 13<sup>th</sup>. Molina asked if Council could meet with the auditor. Dyckman noted that the auditor is available for questions or concerns.

**Legal:**

**Economic Development:**

**COMMITTEE REPORTS:**

**Personnel Policy:**

Mayor Lane reported that he has been working with Dyckman and Knudsen on the revision of the City Policy Handbook.

**Sewer & Water:**

**Law Enforcement:**

Mayor Lane reported that there was a meeting with Big Horn County on January 23, 2017. Kepp asked if the charges for medical were additional to the \$450,000.00 and if the charges were going to fluctuate. Knudsen reported that the City is responsible for medical costs for City Code offenses. Molina asked if it would benefit the City to amend some of the codes. Knudsen noted that the codes can be amended. Kepp and Kautzman agreed to look into it.

**Streets & Alleys:**

Kautzman reported that the consensus of the committee is to leave the ordinance as it is and that there will be another meeting to look at a couple of issues.

**Parks & Playgrounds:**

**Finance/Landfill:**

Kautzman made a motion to approve the claims:

	CLAIM No.	Monthly Total
January, 2017	21435 -21484 21510 – 21520, 21522	\$ 117,081.10
February, 2017	21485 – 21509, 21521	\$ 4,156.00
Transfer funds	21435	\$ (57,170.29)
<b>Claims Total (Expenditures)</b>		<b>\$ 64,066.81</b>
January, 2016 Payroll		\$ 132,034.59
<b>TOTAL Submitted</b>		<b>\$ 196,101.40</b>

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

**Resolutions & Ordinances:**

Molina reported that that consensus of the committee is to not consider the resolution proposal from Healthy Hardineers at this time.

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Krebs motioned to approve Resolution NO. 2123 – Shopko Hometown – Approving Application for License to Serve Beer and Wine on the condition the word “Serve” is changed to “Sell”. Kepp seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

City Hall will be closed Monday, February 20, 2017 in observance of President’s Day.

Kepp motioned to adjourn the meeting. Krebs seconded. The meeting adjourned at 8:00 p.m.

*Jack Lane*  
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 Jack Lane, Mayor



**ATTEST:**

*Michelle Dyckman*  
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 Michelle Dyckman, City Clerk

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

**COUNCIL MEETING:** The Regular Council Meeting for February 21, 2017 was called to order at 7:35 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve the Council and Committee minutes as written for February 7, 2017. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney noted that House Bill 473, in Montana Legislature, would be good for the City and asked if the increase would go toward roads. Dyckman reported that it is the current proposal in legislature and can change. Laurie Tschetter suggested the option of dialing in to listen to the hearing.

**COMMUNICATIONS:**

Mayor Lane reported the Montana Leagues of Cities and Towns (MLCT) Hearing Calendar provides information for Tracked Bills. Dyckman provided information regarding Senate Bill 98. Debbie Winburn asked if the bill could be explained. Knudsen provided a brief explanation noting that it changes the practice of compensation of private property that is taken by local and state government.

**MAYOR:**

Mayor Lane congratulated the City crew for doing such a great job on the streets.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

Sharon Tripp of Tripp & Associates reported that she gave the Exit Interview last week with the Finance Officer, Mayor, and board representation. She then provided descriptive information regarding audit findings and corrections made to last fiscal year findings for the City of Hardin and Two Rivers Authority.

**STAFF REPORTS:**

**Public Works:**

It was reported that Russell Dill is at training this week.

**Finance:**

Dyckman requested for the Finance Officer / Clerk Duties to be reviewed and updated as there are some that do not currently apply. Greer noted that the duties can be reviewed for clarification. It is assigned to the Finance Committee.

**Legal:**

**Economic Development:**

Mayor Lane noted that Love's Travel Stop is moving along. There hasn't been much activity at the Two Rivers Detention Center.

Kenney suggested for there to be a meeting to discuss City Ordinance and State Law regarding violations within the City.

**COMMITTEE REPORTS:**

**Personnel Policy:**

Mayor Lane reported that there will be a look into City Policy and State Law in an effort to reduce the jail population.

**Sewer & Water:**

Kepp suggested an early spring clean up.

**Law Enforcement:**

Zent reported that there is progress regarding the Law Enforcement Agreement. The committee agreed upon the amount of \$20,000.00 to be paid above the \$450,000.00 for detention and medical costs for prisoners detained due to City offenses. Knudsen will take the draft to County for review regarding the language concerning the County's obligations in the event of a detention center closure.

**Streets & Alleys:**

Kautzman recognized the City Crew by thanking them for everything they are doing.

**Parks & Playgrounds:**

**Finance/Landfill:**

Greer reported that the Committee discussed investments and the consensus is to have Knudsen research the possibility of an ordinance change that would allow the City to enhance its investments.

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
January, 2017	21523 - 21526 21528 - 21531	\$ 20,287.65
February, 2017	21527, 21532 - 21546	\$ 29,660.31
<b>TOTAL Submitted</b>		<b>\$ 49,947.96</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

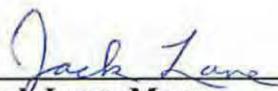
**RESOLUTIONS & ORDINANCES:**

Tschetter noted that she would like to purchase a trailer to bring into the City. Knudsen conveyed that the request would need to be done through the variance process. Mayor Lane reported that Council is willing to review her request.

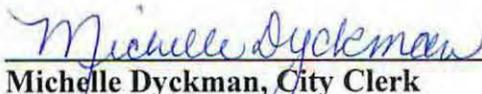
**ANNOUNCEMENTS:**

Mayor Lane announced the JPT Screening for City Employees and Spouses will be held Tuesday, March 14, 2017.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:08 p.m.

  
 \_\_\_\_\_  
 Jack Lane, Mayor



**ATTEST:**  
  
 \_\_\_\_\_  
 Michelle Dyckman, City Clerk

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

**COUNCIL MEETING: The Regular Council Meeting for March 7, 2017 was called to order at 7:35 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve the Council and Committee minutes as written for February 21, 2017. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT: N/A**

**COMMUNICATIONS:**

Mayor Lane reported there was an updated Montana Leagues of Cities and Towns (MLCT) Hearing Calendar for Tracked Bills. He also noted that there was a Mid-Session Report on the 65<sup>th</sup> Legislative Session for 2017.

**MAYOR:**

Mayor Lane expressed his gratitude to Dill and the City Crew for their work they have done on the streets.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

Amanda Lutt requested a Special Events Permit for the Big Horn Education Association Celebration to be held Friday, March 17, 2017. Krebs made the motion to approve the Special Events Permit. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

Laurie Tschetter reported that she lost her house in a fire on December 4, 2016. She contacted Cory Kenney and a City employee after she found water in her basement on February 11, 2017. She and Kenney thought that it may be ground water. She later received a water bill in the amount of \$5057.15 and there will be more on the next bill. She doesn't feel that she should be responsible for the bill. Dill reported that he was not asked to shut off the master meter. Also, the City cannot work on a private system. Mayor Lane asked Tschetter what she was proposing to Council and she reported that she is asking the City to take some responsibility for the bill. Mayor Lane asked the Water & Sewer Committee to consider Tschetter's request. Greer noted that more information was needed as did Kepp. Dill asked if Tschetter could pay only her regular bill amount until after recommendations from Council are made.

**STAFF REPORTS:**

**Public Works:**

Dill reported that he will be meeting with Stahly Engineering to begin the Preliminary Engineering Report for the Waste Water Treatment Plant.

Dill reported that the City is going through the process in completing the application for the Terry Avenue Project that will be ready for the Coal Board Meeting scheduled for May 2017.

**Finance:**

Dyckman reviewed the Event Notice that reported an interest payment delinquency as of March 1, 2017.

**Legal:**

**Economic Development:**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported that Montana Municipal Interlocal Authority (MMIA) have recommended changes to the City Personnel Policy. Greer asked about the Finance Officer / Clerk Duties that need to be updated. They will be addressed separately in a Committee Meeting.

**Sewer & Water:**

There will be a Committee Meeting on Tuesday, March 21, 2017 to discuss the water bill at the Laurie Tschetter property.

**Law Enforcement:**

Zent reported that there is progress regarding the Law Enforcement Agreement.

Zent reported that it is the consensus of the Committee for Knudsen to go to the Legislative Session in Helena to express concerns of laws to be amended regarding HB 133.

**Streets & Alleys:**

Kepp reported that students at Hardin Middle School will be crossing Terry Avenue next school year to access the alternative school building. He expressed the need for a crosswalk and/or signage. Kautzman scheduled a Committee Meeting for March 21, 2017 to address the concern.

**Parks & Playgrounds:**

Krebs reported that the City needs 20 banners to place on Center Avenue. Currently there are enough banners available to place on every other light pole. He is recommending new banners to be placed into the next budget and for financing over two to three years.

Krebs provided an update noting that the signs with the names of each City Park will be ordered soon.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
February, 2017	21546 - 21567 21591 - 21625	\$ 49,640.85
	21532	\$ (183.29)
March, 2017	21568 - 21590	\$ 2,050.00
<b>Claims total (Expenditures)</b>		<b>\$ 51,507.56</b>
February, 2017 Payroll		\$ 125,345.25
<b>TOTAL Submitted</b>		<b>\$ 176,852.81</b>

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

Greer reported there will be a Finance Committee Meeting on Tuesday, March 21, 2017.

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**ANNOUNCEMENTS:**

Mayor Lane announced the JPT Health Screening for City employees and spouses will be held Tuesday, March 14, 2017.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:14 p.m.

*Jack Lane*

Jack Lane, Mayor

**ATTEST:**

*Michelle Dyckman*

Michelle Dyckman, CMC, CPFA



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

**COUNCIL MEETING:** The Regular Council Meeting for March 21, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve the Council and Committee minutes as written for March 7, 2017. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Dr. Shelly Sutherland, Chief Community Officer of Big Horn Valley Health Center, provided an update on the health center. She reported that they are working to stay connected to the community. She noted that Healthy Hardin Community Partnership is interested in working with and seeking input from City Council. She extended a Thank You for all the City does for the community.

Laurie Tschetter reported that in November the shut off on the master meter was too stiff and wouldn't turn. She noted that it was Cory Kenney that thought that the water in her basement was ground water and that she thought it was City water, not that they both thought it was ground water. Mayor Lane reported that private water systems are the responsibility of the owner. He asked Tschetter if she was rejecting the settlement offer and Tschetter responded that she cannot make the decision because it is Virginia Bowman's house.

**COMMUNICATIONS:**

Mayor Lane reported there was an updated Montana Leagues of Cities and Towns (MLCT) Hearing Calendar for Tracked Bills. Also, there is information provided for Calls to Action regarding Senate Bills.

Mayor Lane reported that information was received regarding the Mail Ballot timeline.

Dyckman reported that there are updates available for Council member City Code books.

Mayor Lane reported that information was received from Montana Public Employee Retirement Administration (MPERA) regarding the State of Montana 457 (b) Deferred Compensation Plan.

**MAYOR:**

Mayor Lane reported that Love's Travel Stop is planning to open in June, they will announce the Grand Opening. There is no current information regarding the Detention Center.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

A compressor was purchased by the Hardin Volunteer Fire Department (HVFD) in the amount of \$45,305.00. The amount that was budgeted is \$11,855.00 less than the actual cost of the compressor. It was reported that the City would pay the budgeted amount and the HVFD would make up the difference. Krebs is not certain if the volunteers approved use of the funds. Knudsen recommended for a proposal from the HVFD to be submitted to Council in writing. Kepp noted that there needed to be clarification of the balance and suggested for the discussion to be moved to the next meeting. The motion was seconded. On a voice vote, the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Dill asked if there were any questions about the Public Works Report and noted that he can be met with anytime regarding the information.

Dill reported that the Healthy Hardin Community Development Partnership would like to purchase banners for the River Valley Farmer's Market and are asking Council if the City staff could be approved to install them. Kepp made a motion to approve the request. Krebs seconded. On a voice vote, the motion was unanimously approved.

**Finance:**

Dyckman provided a Mid – Year Report. Kepp asked if the Landfill was charging enough for the tires to be hauled away. Dill reported that the City is breaking even on the tires and that there was a minimal loss concerning scrap metal.

**Legal:**

Knudsen requested more time to research information regarding Investments.

Knudsen reported that Big Horn County is in the process of having a Grant application written for a Victim/Witness Coordinator to serve Big Horn County and communities and has requested letters of support. The Coordinator would be an employee of the County and would also serve the City. He thanked the County for taking the lead on this.

**Economic Development:**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported that recommendations for changes to the Personnel Policy were discussed and a draft was reviewed in the committee meeting. The Committee will study the draft and make recommendations.

Mayor Lane reported the City Clerk / Finance Officer duties study was referred from the Finance committee to the Personnel Policy committee.

**Sewer & Water:**

Kepp reported there was an offer made to Tschetter regarding her water bills. There was no further discussion.

**Law Enforcement:**

The Interlocal Law Enforcement Agreement contract is in review.

**Streets & Alleys:**

**Parks & Playgrounds:**

Krebs reported that the City will start dethatching the park areas after April 1, 2017. Also, park signs will be ordered soon.

**Finance/Landfill:**

Greer asked if the reallocation of the Entitlement distribution for the Fire Department Relief Association could be deferred and used to make up the difference on the air compressor. Dyckman reported that Council has discretion on how it is distributed. Greer and Kepp suggested to leave the Entitlement distribution until more information is received.

Greer reported the City Clerk/Finance Officer duties study was forwarded to the Personnel committee.

Greer made a motion to approve the claims:

	CLAIM No.		Monthly Total
February, 2017	21628 - 21638	\$	20,649.05
March, 2017	21626 - 21627		
	21639 - 21644	\$	4,019.60
<b>Claims Total (Expenditures)</b>		<b>\$</b>	<b>24,668.65</b>
<b>TOTAL Submitted</b>		<b>\$</b>	<b>24,668.65</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**  
**RESOLUTIONS & ORDINANCES:**

**ANNOUNCEMENTS:**

Mayor Lane announced the Montana Municipal Workshop Registration is open to Elected Officials. The Workshop is scheduled for Tuesday, May 9, 2017 to May 11, 2017.

Molina motioned to adjourn the meeting. Zent seconded. The meeting adjourned at 8:24 p.m.

Jack Lane  
Jack Lane, Mayor



**ATTEST:**  
Michelle Dyckman  
Michelle Dyckman, CMC, CPFA

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

**COUNCIL MEETING: The Regular Council Meeting for April 4, 2017 was called to order at 7:35 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve the Council and Committee minutes as written for March 21, 2017. Motion seconded by Zent. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:** N/A

**COMMUNICATIONS:**

Mayor Lane reported the City received a newsletter from Montana Municipal Interlocal Authority (MMIA).

**MAYOR:**

Mayor Lane reported that he received a letter from Governor Steve Bullock congratulating the City for an award received from the Coal Board in the amount of \$357,500 to purchase a landfill compactor. He extended a Thank You to the Coal Board, the State of Montana, and also to Russell Dill.

**OLD BUSINESS:**

Fire Chief Jerry Wemple addressed Council regarding the purchase of a compressor for the Hardin Volunteer Fire Department (HVFD). The HVFD will cover the cost of \$11,855.00 that is above the budgeted amount. He asked if the funding from the sale of the old compressor could be used to recuperate some of their cost. Kepp asked Knudsen if the old compressor could be donated to the HVFD and Knudsen noted that the City is allowed to make the donation through Resolution. Kepp motioned for approval for the donation. Greer seconded. On a voice vote the motion was unanimously approved.

**NEW BUSINESS:** N/A

**STAFF REPORTS:**

**Public Works:**

Dill reported that the Healthy Hardin Community Development Partnership is requesting a street closure at the 200 Block of Center Avenue for the River Valley Farmers Market each Thursday from 5:00 p.m. to 7:30 p.m. beginning August 3<sup>rd</sup> to September 14<sup>th</sup>. Krebs motioned for approval. Zent seconded. Greer asked if the City will be supplying the porta potties. Krebs then amended his motion to include supplying the porta potties for the Farmers Market as they had done last year. Zent seconded. On a voice vote the motion was unanimously approved.

Dill requested council approval for up to \$10,000 to purchase 20 – 300 gallon garbage cans from Kois Brothers. Krebs asked if the garbage cans were already budgeted for and it was verified that they were. Kautzman motioned for approval. Krebs seconded. On a voice vote the motion was unanimously approved.

Dill requested approval for about \$35,000 to purchase a debris tank for the Vacon. Krebs motioned to approve the purchase. Molina seconded. On a voice vote the motion was unanimously approved.

Dill reported that he received a quote from Pink Hill and asked Council for approval of up to \$15,000.00 to provide dirt work at the landfill. Kautzman motioned to approve. Kepp seconded. On a voice vote the motion was unanimously approved.

**Finance:**

Dyckman reported on the Event Notice regarding the Tax Increment Industrial Infrastructure Development Revenue Bonds. The Trustee made a default distribution for unpaid interest in the amount of \$149,444.

Dyckman reviewed the Pledge Report and asked for Council approval. Kepp motioned for approval. Kautzman seconded. On a voice vote the motion was unanimously approved.

Dyckman noted that a list has been posted for checks that have not been redeemed. Claims not responded to by April 24<sup>th</sup> will be submitted to Council for approval before forwarding to the State of Montana as Unclaimed Property.

Dyckman reported she received a recommendation to budget the amount of \$5500 to complete an actuarial for the Fire Department Relief Association.

**Legal:**

Knudsen reported that HB133 will be before Montana Legislature on Thursday, April 6, 2017. He is anticipating to attend and testify.

Knudsen provided an update on current cases that involve the City.

**Economic Development:**

Mayor Lane reported that Love's Travel Stop is tentatively scheduled to open in June and there is no new information regarding the Detention Facility.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported that the Personnel Policy manual will be reviewed at a Special Council Meeting that is scheduled for Tuesday, April 11, 2017 at 7:00 p.m.

Mayor Lane also reported that a draft combining Finance Officer and City Clerk positions will be reviewed, the duties will be studied and discussed, and the chain of command will also be reviewed at a committee meeting on the evening of the April 18, 2017 Council Meeting.

**Sewer & Water: N/A**

**Law Enforcement:**

Zent reported that the Law Enforcement Agreement will be reviewed by the County Commissioner's tomorrow morning, April 5, 2017.

**Streets & Alleys:**

Kautzman reported that the City crew has been sweeping the streets and the banners have been changed.

**Parks & Playgrounds:**

Krebs reported the park signs have been ordered and also the park restrooms will be unlocked beginning May 5, 2017.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
March, 2017	21645 - 21715	
	21742 - 21753	\$ 183,271.57
	Previously issued claim	\$ (98.78)

April, 2017	21716 - 21741	\$	12,424.89
<b>Claims Total (Expenditures)</b>		\$	<b>195,597.68</b>
<b>TOTAL Submitted</b>		\$	<b>195,597.68</b>

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

**Resolutions & Ordinances:**  
**SPECIAL COMMITTEES:**  
**RESOLUTIONS & ORDINANCES:**

**ANNOUNCEMENTS:**

Mayor Lane announced the Montana Municipal Workshop Registration is open to Elected Officials. The Workshop is scheduled from May 9 to May 11, 2017.

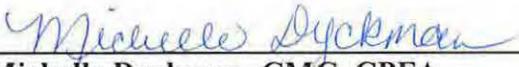
Mayor Lane announced there will be a Special Council Meeting Tuesday, April 11, 2017 at 7:00 p.m. to review the Personnel Policy Manual.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:24 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, CMC, CPFA

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

**COUNCIL MEETING: The Special Council Meeting for April 11, 2017 was called to order at 7:00 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Harry Kautzman, Clayton Greer, Kenny Kepp and Darren Zent. Jeremy Krebs was absent.

Also present: City Attorney Jordan Knudsen, Finance Office/City Clerk Michelle Dyckman, and Public Works Superintendent Russell Dill.

**PUBLIC COMMENT:** none

**Personnel Policy:**

The Personnel Policy draft was reviewed to go through recommendations and required edits received from Montana Municipal Interlocal Authority (MMIA). The following were addressed:

EEO/ADA (Equal Employment Opportunity/Americans with Disabilities Act) statements

Hours of work: Work week definition, overtime, compensatory time

Maternity Leave, Public Office Leave, Extended Medical Leave, Military Leave policies

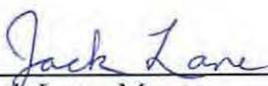
Sick leave and Vacation leave for temporary or short-term workers

Corrective action, resignation, final payout

Drug and alcohol testing

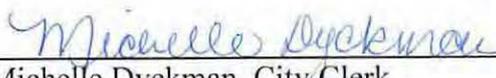
The statement "*When there is a conflict between a Collective Bargaining Agreement (CBA) for unionized employees and the policies of the City/Town, the CBA shall take precedence.*" was added in several places throughout the proposal. All edits to the proposal were not reviewed at this time, just changes recommended or suggested by MMIA.

Zent made a motion to adjourn the meeting. Greer seconded. It was adjourned at 9:07 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, City Clerk

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

**PUBLIC HEARING:** The Public Hearing for the Environmental Assessment of the Terry Avenue Project for the Coal Board Grant was opened at 7:15 p.m. by Mayor Lane.

Present at the Hearing were:

Council Members: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Jeremy Krebs, and Darren Zent.

City Staff: Finance Officer/City Clerk Michelle Dyckman, Accounting & Records Tech Angela Zimmer and several members of the public were also present.

Kurt Thomson of Stahly Engineering reported that he is available for any questions regarding the Terry Avenue Project. He noted that an additional inch of asphalt will be added for a total of 4 inches of asphalt at the request of Public Works Superintendent Russell Dill. Kepp noted that he will attend the next School Board Meeting and ask them for a letter of support for the project. Kepp asked if the curb and gutter would be replaced and Thomson confirmed that there will be 550 linear feet mostly on the East side. Thomson reported that a Public Hearing is part of the Coal Board Application process and minutes of the hearing will be submitted to the Coal Board.

The Public Hearing was adjourned at 7:26 p.m.

**COUNCIL MEETING: The Regular Council Meeting for April 18, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve the Council and Committee minutes as written for April 4, 2017 and Special Council Meeting as written for April 11, 2017. Motion seconded by Kautzman. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Dr. Shelly Sutherland, Chief Community Officer of BigHorn Valley Health Center (BVHC), provided information on County Health Rankings. Of the 47 Montana Counties, that have enough population to be a part of the study, Big Horn County ranks 45<sup>th</sup> in health outcomes and 46<sup>th</sup> in health factors. The study provides important information so community based interventions can be implemented. She expressed that BVHC is interested in working with City Council for a healthier Hardin.

**COMMUNICATIONS:**

Mayor Lane reported there was a Public Hearing for the Environmental Assessment of the Terry Avenue Project for the Coal Board Grant.

**MAYOR:**

Mayor Lane expressed that he is thankful to have a good City crew.

**OLD BUSINESS:**

Knudsen reviewed the draft of the Law Enforcement Agreement with Council. Zent motioned for approval of the agreement. Kepp seconded. On a voice vote the motion was approved. (5/0) Molina recused.

Dyckman reviewed a change made to the Personnel Policy manual that is required by Montana Municipal Interlocal Authority (MMIA). Kautzman noted that Council will need to reconvene to continue to work on the Personnel Policy Manual. Kautzman motioned to adopt

the draft and the required change as explained by Dyckman. Greer seconded. On a voice vote the motion was unanimously approved.

**NEW BUSINESS:**

Mayor Lane reported the Hardin Volunteer Fire Department (HVFD) appointments need to be done through a formal process by Council approval. He noted they do a great job and it is important to support the department. Kepp motioned to recognize and confirm the appointments of office made by HVFD. Greer seconded. On a voice vote the motion was approved. (5/0) Krebs recused.

Dyckman reported the Montana Department of Administration offers a Cooperative Purchasing program that allows Cities to be permitted to purchase supplies and services from vendors at the prices, terms, and conditions contained in contracts between the State and those vendors. Molina had a question regarding the fees that may be assessed. The Montana Department of Administration will be contacted for more clarification.

Krebs motioned for approval of the Landfill Engineering Consulting Services contract with Barry Damschen Consulting, LLC. Greer seconded. On a voice vote the motion was unanimously approved.

Dyckman provided a Capital Assets template that could be utilized by the City to track capital assets. The matter was assigned to the Finance Committee.

Dyckman reviewed options for a Health Care/Wellness Incentive Programs that include premium reductions or HSA (Health Savings Account) contributions. Also, she asked Council if they would be interested in changing the eligibility for insurance coverage for new employees to begin after the first full calendar month of employment instead of the current policy where employees are eligible the first month after their hire date. Kautzman asked how that would affect an employee that would need coverage right away. Kepp noted that waiting a month may be good. There was no further discussion.

Dyckman reviewed several options available for the renewal of the Joint Powers Trust (JPT) Health Insurance contract that include higher deductibles plans (HDHP) with lower premiums. Zent asked if there was an option to look at other companies. Kepp suggested to consult with City employees to have their input regarding the options. Greer agreed. Dyckman will contact JPT for more clarification.

**STAFF REPORTS:**

**Public Works:** N/A

**Finance:** N/A

**Legal:** N/A

**Economic Development:**

Mayor Lane reported that Love's Travel Stop is on track and there is no new information regarding the Detention Facility.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported that the Personnel committee met to review the Personnel Policy Manual. Dyckman noted the approved Draft of the manual will be forwarded to MMIA for review.

**Sewer & Water:**

Kepp reported that the City has replaced bearings on the lift stations.

**Law Enforcement:** N/A

**Streets & Alleys:**

Kautzman reported the City crew has been patching holes and sweeping streets.

**Parks & Playgrounds:**

Mayor Lane reported the City Parks look good.

**Finance/Landfill:**

Greer noted Council approved the landfill contract with Damschen Consulting, LLC.

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
March, 2017	21754 - 21771	\$ 33,099.03
April, 2017	21772	\$ 12.26
<b>Claims Total (Expenditures)</b>		<b>\$ 33,111.29</b>
March, 2017 Payroll		\$ 127,237.13
<b>TOTAL Submitted</b>		<b>\$ 160,348.42</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Molina motioned for approval of Resolution NO. 2124 – Approving Donation of Used Equipment to the Hardin Volunteer Fire Department. Zent seconded. On a voice vote the motion was approved. (5/0) Krebs recused.

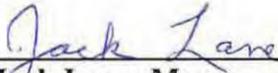
**ANNOUNCEMENTS:**

Mayor Lane announced April 20, 2017 is the opening date to begin filing for Alderman or Mayor and the last day to file is June 19, 2017.

Mayor Lane announced outstanding checks that are not claimed by April 24, 2017 will be forwarded to the State of Montana as Unclaimed Property upon approval of Council.

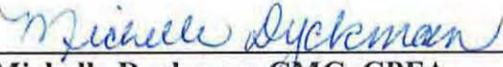
Information was received that Operation Sparkle will be held the second week of May. It will correspond with the City Alley Clean – Up.

Molina motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:34 p.m.

  
 \_\_\_\_\_  
 Jack Lane, Mayor



**ATTEST:**

  
 \_\_\_\_\_  
 Michelle Dyckman, CMC, CPFA

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

**COUNCIL MEETING: The Regular Council Meeting for May 2, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve the Public Hearing & Council minutes as written for April 18, 2017. Motion seconded by Krebs. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT: N/A**

**COMMUNICATIONS:**

Mayor Lane reported the City received a letter from the Montana Department of Transportation regarding the draft 2017-2021 Statewide Transportation Improvement Program.

**MAYOR:**

Mayor Lane announced that Hardee's is targeting to open in Love's Travel Stop June 8th.

**OLD BUSINESS:**

Dyckman reported there are not any fees associated with the Memorandum Of Understanding Cooperative Purchasing agreement that is offered by Montana Department of Administration. Krebs asked if the agreement could be terminated at any time. Dyckman verified that it can be. Greer motioned to enter into the agreement upon having it reviewed by Knudsen. Krebs seconded. On a voice vote the motion was unanimously approved.

Dyckman reported that Joint Powers Trust (JPT) gave the City an extension on determining health plan options until the next Council meeting. It was agreed that Council would like more input from employees. A Finance Committee meeting was scheduled for Monday, May 15, 2017.

Mayor Lane reported Big Horn County Historical Society is seeking approval of the sign lease agreement for the Welcome to Hardin sign. Greer motioned to accept the agreement contingent of the final City Attorney review and approval. Zent seconded. On a voice vote the motion was unanimously approved.

**NEW BUSINESS:**

Jim Hyde requested a variance for a building he would like to place on a lot that he has an agreement to purchase contingent on receiving approval. Krebs asked if the square footage of the building exceeds the limit per square foot allowed for the lot and if the variance for size was the only issue. Dill answered that it was. Krebs motioned to approve the variance. Greer seconded. Greer asked if he was going to build a house on the front of the lot and Hyde noted not at this time. Krebs amended his motion adding the approval of an accessory building to the property. On a voice vote the motion was unanimously approved.

Sarah Walck asked for approval of a Home Occupation request for her photography business at 1130 1<sup>st</sup> Street West. Krebs motioned for approval of the request. Zent seconded. On a voice vote the motion was unanimously approved.

Sharon Bonilla requested approval to put up a 6 foot privacy fence at her home on 4<sup>th</sup> Street and Crawford Avenue. She has had damage to her property and problems with people coming up to her window and looking in. There was concern of the view being obstructed for vehicles pulling onto Crawford Avenue from 4<sup>th</sup> Street. Dill noted that the City can work with Bonilla through the City Ordinances. Council requested for Bonilla to provide a schematic of the plans for the fencing.

Dyckman reported on Unclaimed Property and requested approval to send the list to the State of Montana, but also to have permission to honor any claims made before the list is submitted. Kautzman motioned to approve. Krebs seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Dill requested approval for the amount of \$8175 to purchase a waterproof ultrasonic influent meter for the Waste Water Treatment Plant. Kautzman motioned to approve the purchase. Kepp seconded. On a voice vote the motion was unanimously approved.

Dill reported on the Precautionary Notice regarding water restrictions that was recently mailed to residents of Hardin. The notices were mailed under the advisement of the Department of Environmental Quality (DEQ). He noted there is no emergency at this time, but there is a potential for flooding. The City crew has built dikes around the pump house at the Waste Water Treatment Plant. The bank area has been eroding quickly. A joint application for proposed bank stabilization was submitted as required. Mayor Lane expressed his gratitude to Dill and the City crew for the work they have done and also commended the County for providing needed materials. Shawn Riley expressed concerns of slowing the water down.

**Finance:**

Dyckman reviewed Budget Amendments. She also reported the landfill compactor will be budgeted for this fall. She asked Council how they would like to proceed with GASB73 regarding the Fire Department Relief Association (FDRA). It costs about \$7000 for an actuarial to be done every two years. Krebs and Greer voiced complying with the state would be the best option.

Dyckman reviewed the Pledge Report and asked Council for approval. Krebs motioned for approval. Kautzman seconded. On a voice vote the motion was unanimously approved.

Dyckman provided March financial reports.

**Legal:**

Knudsen reported that a civil case has been settled. He also noted that Union negotiations have begun and he requested a committee meeting to review proposals. A Finance committee meeting was scheduled for Monday, May 15, 2017 at 6:00 p.m. in the Mayor's office.

**Economic Development: N/A**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

A Personnel Policy meeting was scheduled for Tuesday, May 23, 2017 at 6:30 p.m. to review the Personnel Policy Manual and make necessary changes.

**Sewer & Water:**

Kepp extended a Thank You to the City crew for the work done at the river bank.

**Law Enforcement: N/A**

**Streets & Alleys: N/A**

**Parks & Playgrounds:**

Krebs reported that the park restrooms will be open Friday, May 5<sup>th</sup>.

**Finance/Landfill:**

Greer reported that the City is moving forward with the paperwork for the Landfill compactor.

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
April, 2017	21773 - 21809	
	21811 - 21821	
	21847 - 21849	\$ 52,637.45
May, 2017	21810, 21822 -21846	\$ 69,150.55
Transfer funds	21810	\$ (65,942.55)
<b>Claims Total (Expenditures)</b>		<b>\$ 55,845.45</b>
April, 2017 Payroll		\$ 133,956.80
<b>TOTAL Submitted</b>		<b>\$ 189,802.25</b>

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

**Resolutions & Ordinances:**  
**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Molina motioned for approval of Resolution NO. 2125 – Approving and Requesting City Elections To Be Conducted By Mail Ballot. Krebs seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

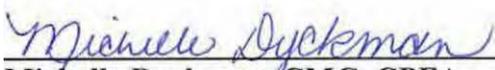
Mayor Lane announced the 37<sup>th</sup> Annual Montana Municipal Institute is scheduled from May 7, 2017 to May 11, 2017.

Mayor Lane announced Alley Clean - Up is scheduled for the week of May 8<sup>th</sup> and Operation Sparkle is scheduled for Friday, May 12<sup>th</sup>.

Kepp motioned to adjourn the meeting. Zent seconded. The meeting adjourned at 8:33 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, CMC, CPFA



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

**COUNCIL MEETING: The Regular Council Meeting for May 16, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve the Council and Committee minutes as written for May 2, 2017. Motion seconded by Krebs. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney asked Knudsen how the City would go about enforcing Sunset Park to maintain their roads. Knudsen noted that it could be enforced through the agreement.

**COMMUNICATIONS: N/A**

**MAYOR:**

Mayor Lane reported that Love's Travel Stop is moving forward and that Hardee's may open in early June. There has not been any new information regarding the Two Rivers Detention Center.

Mayor Lane thanked Dill and his crew for the work they have done around the pump house at the river. He noted that although the water restrictions have been lifted, the public is asked to be conservative with water usage.

**OLD BUSINESS:**

Dyckman reviewed Personnel Policy changes that were recommended by Montana Municipal Interlocal Authority (MMIA) and asked Council for approval. Kepp motioned for approval. Kautzman seconded. On a voice vote the motion was unanimously approved.

Dyckman requested approval of the Joint Powers Trust (JPT) contract option that requires a commitment of 40% employee participation in screenings. She also requested approval to change the eligibility for insurance coverage for new employees to begin after the first full calendar month of employment. Kepp motioned to approve the requests adding that employees who choose the \$4500 High Deductible Health Plan (HDHP) will have 50% of the City savings placed into their Health Savings Account (HSA). Zent seconded. On a voice vote the motion was unanimously approved.

**NEW BUSINESS:**

Dill reported that weed mowing was placed out to bid and that three bids were received. He asked Council for approval to award the bid to All Pro Landscape & Tree Service. Zent motioned for approval. Krebs seconded. On a voice vote the motion was unanimously approved.

Dill requested approval to purchase an upgrade to the hand held meter reading system in the amount of \$6600. Kautzman motioned for approval. Kepp seconded. On a voice vote the motion was unanimously approved.

Dyckman requested to have Mayor Lane sign as the authorized representative on the Application for Endorsement for Employment Practices Coverage through MMIA. Kepp motioned for authorization. Greer seconded. Kepp amended the motion by adding that the agreement is contingent on any changes that may or may not be made to the Family and Medical Leave Act (FMLA). On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Dill reported that the water restrictions have been lifted, but there continues to be high flows at the river. The City is currently waiting on permits for a bank stabilization project. The water would have to go down before the project can begin.

**Finance:**

Dyckman extended a thank you to Council for supporting herself and Zimmer to attend the Montana Municipal Institute for Clerks, Treasurers, & Finance Officers Training. She provided an overview of classes that were offered and noted that the training was helpful. She also reported that she attended a PayGov meeting and learned that there is now a mobile app available for residents to pay their utility bills through their smart phone.

Dyckman reported that she has received a draft of the audit and that she will be preparing a response to the findings to be brought before council for approval.

**Legal:**

Knudsen reported provided information regarding an agreement with Forest Park Partners, LLC. A survey is being conducted on the property and will be attached to the agreement. Kautzman motioned to accept the agreement. Zent seconded. On a voice vote the motion was unanimously approved.

Knudsen presented a proposal and requested approval for a FullCase operating system for the City Prosecutor’s Office. The four year subscription pricing would be paid annually in the amount of \$10,884.25. Training costs may be shared with Big Horn County. The program is currently being used by Big Horn County District Court, Justice Court, and City Court. Zent motioned to approve the request. Krebs seconded. On a voice vote the motion was unanimously approved.

**Economic Development:**

Mayor Lane reported that there are new businesses coming into town.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported that the Personnel Committee has reviewed ordinances for the Clerk – Treasurer and more updates are needed. A committee meeting will be scheduled for Tuesday, June 6<sup>th</sup>, before the next Council meeting.

**Sewer & Water: N/A**

**Law Enforcement: N/A**

**Streets & Alleys: N/A**

**Parks & Playgrounds:**

Krebs reported that the parks look good and that the restrooms opened May 5<sup>th</sup>.

**Finance/Landfill:**

Greer reported there was a Finance Committee meeting May 15<sup>th</sup> reviewing the Collective Bargaining Agreement Proposals and the JPT HDHP options.

Greer made a motion to approve the claims:

	CLAIM No.		Monthly Total
April, 2017	21847 - 21873	\$	37,491.65
May, 2017	21874 - 21878	\$	14,282.13
<b>Claims Total (Expenditures)</b>		<b>\$</b>	<b>51,773.78</b>
<b>TOTAL Submitted</b>		<b>\$</b>	<b>51,773.78</b>

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

Dyckman reported that the Hardin Volunteer Fire Department (HVFD) received an estimate in the amount of \$8,841.31 for a 1010 Gallon Polyprene Tank for the firetruck. Questions arose regarding the warranty for the current tank. Knudsen will make an inquiry into the warranty.

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

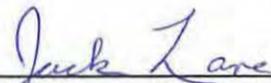
**RESOLUTIONS & ORDINANCES:**

**ANNOUNCEMENTS:**

Mayor Lane reported there is Personnel Policy Meeting scheduled for Tuesday, May 23, 2017 at 6:30 p.m., an "Effective Utility Management" workshop by Montana Rural Water Systems is scheduled for Tuesday May 23, 2017 in Miles City, and the Montana Ag Summit 2017 will be held May 31, 2017 to June 1, 2017 in Great Falls.

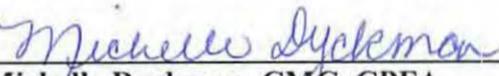
Mayor Lane also reported A Public Hearing for Budget Amendments is scheduled for Tuesday, June 20, 2017 at 7:00 p.m. and the Montana League of Cities and Towns Annual Conference will be held September 27<sup>th</sup> to September 29<sup>th</sup> in Great Falls, MT.

Kautzman motioned to adjourn the meeting. The meeting adjourned at 8:18 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, CMC, CPFA

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

**COUNCIL MEETING:** The Regular Council Meeting for June 6, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve minutes as written for the Council Meeting of May 16, 2017, Finance Committee of May 15, 2017, and Personnel Policy Committee of May 23, 2017. Motion seconded by Krebs. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:** N/A

**COMMUNICATIONS:**

Mayor Lane reported the 65<sup>th</sup> Legislative Final Session Report 2017 is available.

**MAYOR:**

Mayor Lane reported that Big Horn County may have interest in the Two Rivers Detention Facility.

Cory Kenney asked if HB 133 provided the changes the City was seeking during the 65<sup>th</sup> Legislative Session and if there was more information on Marsy's Law. Knudsen noted there were positive changes and that he did not have any information at this time regarding Marsy's Law.

**OLD BUSINESS:**

Dill reported that Sharon Bonilla is asking for a variance to install a 6' fence instead of the standard 36" fence at her home. Kenney asked if it was a 25' set back. Dill reported that it would be beyond 25'. Knudsen asked Dill if it fit in the fences and hedges code and if it was a controlled street. Dill reported there would be sufficient view and there is a stop sign. Bonilla noted that it is a security issue for her. Krebs motioned to approve the variance for the 6' fence and the location of the fence. Zent seconded. On a voice vote the motion was unanimously approved.

**NEW BUSINESS:**

Knudsen presented the Montana Department of Commerce Coal Board Contract for the grant that was awarded to the City for a landfill compactor. Kautzman motioned for approval of the contract. Greer seconded. On a voice vote the motion was unanimously approved.

Natasha Morton, local business owner and secretary of The 500 Club, requested approval of the Beer/Wine permit for The 500 Club and the Hardin Volunteer Fire Department (HVFD) and for the approval to include extended hours, and for the \$30 event fee and \$50 permit fee to be waived. Morton also asked approval for a street closure of the 200 and 300 blocks of Center Avenue on the 24<sup>th</sup> and 25<sup>th</sup> of June for the Little Big Horn Days (LBHD) Street Concert and Street Dance. Approval has been received from the State for the 300 block of Center Avenue. She asked if the City would provide the porta potties as they have done in the past. Krebs motioned to approve the requests. Greer seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Dill requested up to \$12,000 to replace the lower arm assembly on the garbage truck. Krebs motioned to approve the request. Greer seconded. On a voice vote the motion was unanimously approved.

**Finance:**

Dyckman reviewed a letter from the auditor that provides a disclaimer of opinion for Two Rivers Authority's financial statements.

Dyckman requested approval for the response to the findings of the audit. Greer motioned for approval. Zent seconded. On a voice vote the motion was unanimously approved.

Dyckman asked Council for authorization to use First Interstate Bank for the employee Health Savings Accounts. Employees have expressed they would like to use a local bank. Kautzman motioned for approval. Greer seconded. On a voice vote the motion was unanimously approved.

April Financial Reports were provided by Dyckman.

Kepp asked Dill if the utility company was going to finish pavement work and Kautzman also noted there are holes on 11<sup>th</sup> Street. Dill will make contact with the utility company.

**Legal:**

Knudsen provided information on the warranty options for the tank that is damaged on the fire truck. The company will not replace the tank under the warranty, but offered to repair the tank at a cost. The Hardin Volunteer Fire Department (HVFD) would have the option to repair or replace the tank. Krebs noted the fire department would like to replace the tank. Kepp noted that a new tank would come with a new warranty. There was also a question if the warranty on a new tank would be honored if the tank was installed by anyone other than the company the tank is purchased from. Also, Greer asked if the company would be able to provide a discount. Knudsen will make inquiries regarding warranty coverage for self - installment and also look into any possible discounts. A Special Council Meeting was scheduled for Tuesday, June 13, 2017 at 5:45 p.m. for the fire truck tank.

**Economic Development:**

Mayor Lane reported Love's Travel Stop and Hardee's are anticipated to open on Thursday, June 8<sup>th</sup>. A ribbon cutting ceremony is scheduled for Tuesday, June 20<sup>th</sup> at 10:00 a.m.

Mayor Lane reported that he has spoken with the Bureau of Reclamation about the water levels at the river. They will keep the City posted.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

A Personnel Policy meeting is scheduled for Tuesday, June 20, 2017 at 6:00 p.m. to review the Personnel Policy manual.

**Sewer & Water:**

Kepp reported the river bank is holding and Dill reported the river has been steady.

**Law Enforcement: N/A**

**Streets & Alleys:**

Kautzman reported that Dill will contact the utility company that is responsible for the work that is not completed on the streets.

**Parks & Playgrounds:**

Krebs reported that the parks look good and that expression swings have been ordered.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
May, 2017	21879 - 21934	
	21960 - 21973	\$ 86,218.47
June, 2017	21935 - 21959	\$ 3,208.00
<b>Claims Total (Expenditures)</b>		<b>\$ 89,426.47</b>
May, 2017 Payroll		\$ 131,235.07
<b>TOTAL Submitted</b>		<b>\$ 220,661.54</b>

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

**Resolutions & Ordinances:**  
**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Molina motioned for approval of Resolution NO. 2126 – Approving Application from Love’s Travel Stop for a License to Sell Beer and Wine. Greer seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

Mayor Lane made the following announcements:

Love’s Travel Stop is scheduled to open June 8th and there will be a ribbon cutting ceremony Tuesday, June 20<sup>th</sup> at 10:00 a.m.

The last day to file for Mayor or Alderman is Monday, June 19th.

A Public Hearing for Budget Amendments is scheduled for Tuesday, June 20<sup>th</sup> at 7:00 p.m.

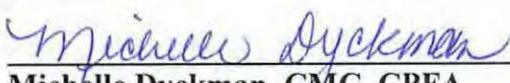
The regular scheduled Council Meeting for July 4<sup>th</sup> is rescheduled for Wednesday, July 5<sup>th</sup>.

Agenda items will need to be submitted by Thursday noon before a Tuesday Council meeting.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:30 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor

ATTEST:

  
\_\_\_\_\_  
Michelle Dyckman, CMC, CPFA



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

**COUNCIL MEETING: The Special Council Meeting for June 13, 2017 was called to order at 5:45 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Harry Kautzman, Clayton Greer, Jeremy Krebs, and Darren Zent. Kenny Kepp was absent.

Also present: City Attorney Jordan Knudsen, Finance Office/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Fire Chief Jerry Wemple, and Fire Department Secretary-Treasurer Kevin Cannon.

**PUBLIC COMMENT:** none

**Fire Department:**

The warranty and options for a 1010 gallon polyprene tank for the fire truck were discussed. Because the tank is about 18 years old, it was determined that to purchase a new tank made more sense. Kautzman made the motion to approve the purchase for ~~\$8481.31~~. Molina seconded. On a voice vote, the motion was unanimously approved. It was noted that we will need to pay half down. Delivery will take 4-6 weeks.

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Krebs made a motion to adjourn the meeting. It was adjourned at 5:58 p.m.

*Jack Lane*  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

*Michelle Dyckman*  
\_\_\_\_\_  
Michelle Dyckman, City Clerk

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

**PUBLIC HEARING:** The Public Hearing for the Amendments to the Budget for the 2016-2017 Fiscal Year was opened at 7:16 p.m. by Mayor Lane.

Present at the Hearing were Council Members: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, and Darren Zent. City Staff: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

Dyckman presented the proposed amendments and provided information regarding the new Police Training/Pension Fund.

There being no further discussion, the Public Hearing was adjourned at 7:18 p.m.

**COUNCIL MEETING: The Regular Council Meeting for June 20, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the Council meeting of June 6, 2017, Special Council meeting of June 13, 2017, and Personnel Policy Committee of June 13, 2017. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT: N/A  
COMMUNICATIONS:**

Mayor Lane reported the Big Horn County Airport is hosting a Fly-In, Montana Municipal Interlocal Authority is having Regional Training/District Meetings, The 500 Club distributed an event brochure for Little Big Horn Days, and the Montana Department of Transportation is holding a Montana Highway-Rail Conference.

**MAYOR: N/A  
OLD BUSINESS: N/A  
NEW BUSINESS:**

Delores Pease read a letter to Council on behalf of the JailHouse Gallery. They are requesting support to waive business license fees for vendors of the Arts & Crafts fair during Little Big Horn Days. Kepp motioned to grant the request. Molina seconded. On a voice vote the motion was unanimously approved.

Mayor Lane reported a presentation is being prepared to share with Council regarding the Meth problem the City and surrounding areas are facing.

**STAFF REPORTS:  
Public Works:**

Dill requested approval for the Preliminary Professional Service Contract with Stahly Engineering for a Preliminary Engineering Report (PER) for the Wastewater Treatment Plant in the amount of \$59,500 and for approval of the Capital Improvement Program in the amount of \$30,000. He reported the PER will benefit the City when applying for grants. Dill introduced Ryan Rittal of with Stahly Engineering. He noted the PER would enable the City to meet stipulations set by the Department of Environmental Quality. He also reported the CIP allows projects to be ranked and prioritized and is also helpful in applying for grants. Knudsen noted that he would like to make a few modifications adding clarifications regarding the City's obligation to specific portions of the contract. Kepp motioned to approve the PER contingent

on final approval from Knudsen. Kautzman seconded. On a voice vote the motion was unanimously approved. Kepp motioned for approval to move forward with the CIP. Kautzman seconded. Motion passed 5/1 (Molina dissent).

Dill requested approval for CMG Construction to replace asphalt at Crook Avenue between 5<sup>th</sup> and 6<sup>th</sup> Street in the amount of \$44,250. Molina expressed that Terry Avenue at the High School has more traffic and she would like to see it replaced first and suggested to wait on moving forward with the Crook Avenue street repair until after the Coal Board meeting on Thursday. The request was tabled until the next meeting.

**Finance:**

Dyckman provided an Election update. Candidates who filed for Mayor are Dallas Eidem and Debbie Winburn. Candidates filed for District 1 are Karen Molina, District 2, Clayton Greer, and District 3 are Harry Kautzman and Bill Hodges.

Council scheduled Budget Meetings for July 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup> at 5:30 p.m. each evening at Council Chambers.

**Legal:**

Knudsen provided an update on Marsy’s Law. The County should receive a grant for a Victim/Witness Coordinator.

**Economic Development:**

Mayor Lane reported Love’s Travel Stop Ribbon Cutting Ceremony went well this morning. He also noted that the County may be interested in the Two Rivers Detention Center.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported the committee has been meeting regularly to discuss the Personnel Policy Manual.

**Sewer & Water:**

Kepp reported the river has gone down.

**Law Enforcement: N/A**

**Streets & Alleys:**

Kautzman noted the City has patched a hole near Big Horn Valley Health Center and First Interstate Bank that was left by a utility company. The matter will be looked into.

**Parks & Playgrounds:**

Krebs reported the Hardin Volunteer Fire Department Fun Day is scheduled for Saturday, June 24<sup>th</sup> at Wilson Park.

Dill reported the restroom at Heimat Park is being painted and expression swings are on order. Kepp asked if the City crew was ready for the street closure for Little Big Horn Days. Dill noted they are prepared.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
May, 2017	21974 - 21981	
	21994 – 21997, 22006	\$ 52,726.11
June, 2017	21982 - 21993	
	21998 -22005, 22007	\$ 477,647.34
<b>TOTAL Submitted</b>		<b>\$ 530,373.45</b>

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

**Resolutions & Ordinances:  
SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Kautzman motioned for approval of Resolution NO. 2127 – Amending The Budget for the Fiscal Year 2016-2017. Krebs seconded. On a voice vote the motion was unanimously approved.

Ordinance NO. 2017-01 – To Consolidate City Finance Officer and City Clerk into a City Clerk – Treasurer will be changed based on the committee meeting and presented at another meeting.

**ANNOUNCEMENTS:**

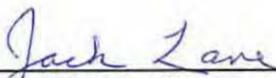
Mayor Lane made the following announcements:

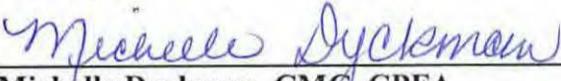
There will be a Coal Board Meeting this Thursday.

The regularly scheduled Council Meeting for July 4<sup>th</sup> will be held Wednesday, July 5, 2017.

City offices will be closed for the 4<sup>th</sup> of July Holiday.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:31 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor

ATTEST:  
  
\_\_\_\_\_  
Michelle Dyckman, CMC, CPFA



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

**COUNCIL MEETING: The Regular Council Meeting for July 5, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Clayton Greer, Harry Kautzman, Darren Zent, and Jeremy Krebs. Kenny Kepp was absent.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve minutes as written for the Council and Committee minutes of June 20, 2017. Motion seconded by Kautzman. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT: N/A  
COMMUNICATIONS:**

Mayor Lane reported the City received a newsletter from Montana Municipal Interlocal Authority, a response to the Fiscal Year 2016 Audit Report from the Local Government Services Bureau, an Auditor's Summary from Tripp & Associates, and a newsletter was from the Montana Department of Transportation (MDT).

**MAYOR:**

Mayor Lane noted he has met with the Meth Task Force and they are interested in meeting with Council at a future date.

**OLD BUSINESS:**

Mayor Lane announced the Coal Board awarded the City a grant in the amount of \$243,903 for the Terry Avenue Project. Krebs complimented the City for obtaining the amount awarded. Dill reported he and Mayor Lane are planning to attend a future School Board Meeting to ask for financial support for the project.

**NEW BUSINESS:**

Dill reported that Mr. Koehn, of Wilson Apartments, is asking for approval to install bike racks, but currently he has not received any supporting information showing the exact location. Molina motioned for the request to be tabled. Greer seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Dill noted that Council had decided to wait for the results of the Coal Board Meeting before making a decision regarding his request to replace Crook Avenue between 5<sup>th</sup> and 6<sup>th</sup> street in the amount of \$44,250. Greer motioned to use the funds for the Terry Avenue Project and to not replace Crook Avenue at this time. Zent seconded. On a voice vote the motion was unanimously approved.

Dill requested approval to replace the curb and gutter at the 600 Block of Crow Avenue and to contract with Hardin Concrete & Construction, LLC in the amount of \$8940. Kautzman motioned to approve the project. Greer seconded. On a voice vote the motion was unanimously approved.

Dill asked Council to consider the McCleary property, located on Crawford Avenue and next to Mike's Lube, for the location of the third Welcome to Hardin sign. He will look into more options that may be available and present them at the next meeting.

**Finance:**

Dyckman provided information on the Section 125 Documents for the City of Hardin Cafeteria Plan and the Summary Plan Description. Greer motioned to approve the documents. Zent seconded. On a voice vote the motion was unanimously approved.

Dyckman reported the City received insert pages of revisions made to the FYE 2015 Financial report.

The City received the FYE 2016 Audit report.

Dyckman requested approval of a CTEP interfund loan in the amount of \$6706.11. Zent motioned to approve the request. Krebs seconded. On a voice vote the motion was unanimously approved.

**Legal:**

Knudsen provided an update on Marsy's Law and also provided information on Ordinance 4-4-1 : PERMISSION REQUIRED; BOND; RESTORATION, which explains the bond process for excavations on City streets. Dill noted the \$500 bond requirement was not an adequate amount and the ordinance was outdated. Knudsen will meet with Dill to present a proposal to Council.

**Economic Development:**

Mayor Lane reported there is not any new information regarding the County's possible interest in the Two Rivers Detention Center and that Love's Travel Stop seems to be doing great.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:** N/A

**Sewer & Water:** N/A

**Law Enforcement:** N/A

**Streets & Alleys:** N/A

**Parks & Playgrounds:**

Krebs noted the parks look nice pointing out the City crew has done a good job. He also announced that Shakespeare in the Park will be held at South Park on July 8<sup>th</sup>. Kautzman asked about adding more equipment in Wilson Park.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
June, 2017	22008 - 22048	
	22074 - 22084	\$ 90,474.00
	JV2128	\$ 4,976.00
July, 2017	22049 - 22073	\$ 3,208.00
<b>TOTAL Submitted</b>		<b>\$ 98,658.00</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Molina motioned for approval of Resolution NO. 2128 – Requesting And Authorizing The Big Horn County Election Administrator To Forego A Municipal Primary Election For The 2017 Election Year. Krebs seconded. On a voice vote the motion was unanimously approved.

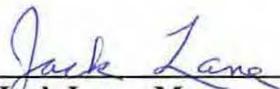
**ANNOUNCEMENTS:**

Mayor Lane made the following announcements:

Budget Meetings are scheduled for 5:30 p.m. at Council Chambers on July 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup> and continuing as needed.

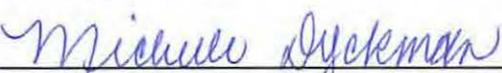
August 8, 2017 is the deadline for write-in candidates. Contact the County Election Administration for information.

Greer motioned to adjourn the meeting. Kautzman seconded. The meeting adjourned at 8:26 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, CMC, CPFA

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

**COUNCIL MEETING:** The Regular Council Meeting for July 18, 2017 was called to order at 7:35 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve the Council minutes as written for July 5, 2017 and Finance/Budget Meeting for July 11, 2017. Motion seconded by Greer. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT: N/A  
COMMUNICATIONS: N/A**

**MAYOR:**

Mayor Lane reported he and Dill are planning to attend the School Board meeting on August 8<sup>th</sup> to ask for support for the Terry Avenue Project.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

Thor Torske, of Big Horn Hospital Association, did a presentation on the Big Horn County Memorial Hospital Plan for Expansion. They are asking for a commitment from the City Council to allow construction of an ambulance bay and swing bed unit over the current easement on Miles Avenue and for express use of the ice skating rink for construction of the Physical Therapy wellness center. Kristi Gatrell, of Big Horn Hospital Association, noted the hospital emergency room visits have tripled over the last couple of years, Radiology is expanding, and Physical therapy exceeded maximum capacity. Kautzman asked about the infrastructure located on Miles Avenue. Greer expressed that he would like to see an option that does not require closing the street. Jim Seykora reported the engineer has done construction for several hospitals and they have researched many options. Torske noted he would like to meet with Dill and engineers, and meet again with Council. A meeting was scheduled for August 1, 2017 at 6:30 p.m.

Knudsen reported on the agreement to extend the current Collective Bargaining Agreement. Kepp motioned to grant the extension. Zent seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

Dill reported that he has researched options for the Welcome to Hardin sign and the McCleary property is the best option. Molina motioned to approve the location. Zent seconded. On a voice vote the motion was unanimously approved.

Dill reported the Landfill Compactor was placed out to bid and one bid was received from Tractor and Equipment Company (T & E Cat) in the amount of \$678,550. He noted the City will receive a grant from the Coal Board in the amount of \$357,500. Kautzman motioned to accept the bid. Krebs seconded. On a voice vote the motion was unanimously approved.

**Finance:**

Dyckman provided information regarding a property listed for tax sale on Crow Avenue noting it is possible the City may lose a year of SID payments.

**Legal: N/A**

**Economic Development: N/A**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy: N/A**

**Sewer & Water:**

Dill reported a grant application has been submitted to TSEP and RRGL for grants in the amount of \$30,000 to apply toward the Preliminary Engineering Report (PER) for the Waste Water Treatment Plant.

**Law Enforcement: N/A**

**Streets & Alleys:**

Kautzman reported a meeting was scheduled for August 1<sup>st</sup> at 6:30 to discuss the Big Horn Hospital Association proposal.

**Parks & Playgrounds:**

Krebs reported the restroom at Custer Park was painted, a tot swing was put in at Heimat Park, swing hardware was stolen from South Park and will be replaced, and a replacement excavator will be installed at Heimat Park.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
June, 2017	22085 - 22089 22091 - 22098 22099 - 22102 22104, 22106 - 22111	\$ 36,966.11
July, 2017	22090, 22098, 22103, 22105	\$ 7,430.14
<b>TOTAL Submitted</b>		<b>\$ 44,396.25</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Kautzman motioned to approve Ordinance NO. 2017-02 – Amending Title 4, Chapter 4, Section 1, Excavations, raising the bond amount from \$500 to \$1500. Greer seconded. On a voice vote the motion was unanimously approved.

Molina motioned to amend Ordinance NO. 2017-03 – Amending Title 1, Chapter 13, City Finance Officer by changing the words “*Quarterly Title*” to “Quarterly Report”. Krebs seconded. Kautzman motioned to approve the Ordinance as amended. Greer seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

Mayor Lane made the following announcements:

A Budget Meeting is scheduled for 6:00 p.m. at Council Chambers on July 31<sup>st</sup> and continuing as needed.

A Meeting with the Big Horn Hospital Association for the Big Horn County Memorial Hospital Plan Expansion proposal is scheduled for August 1<sup>st</sup> at 6:30 p.m.

A Public Hearing for Street Maintenance will be held August 1, 2017 at 7:00 p.m.

Molina motioned to adjourn the meeting. The meeting adjourned at 8:57 p.m.

Jack Lane  
Jack Lane, Mayor

ATTEST:

Michelle Dyckman  
Michelle Dyckman, CMC, CPFA



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

**COUNCIL MEETING: The Special Council Meeting for August 1, 2017 was called to order at 6:33 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Karen Molina, Harry Kautzman, Clayton Greer, Jeremy Krebs, and Kenny Kepp. Darren Zent entered at 6:56 p.m.

Also present: City Attorney Jordan Knudsen, Finance Office/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, and several members of the public.

**PUBLIC COMMENT:**

Jim Hyde said he was not in favor of giving more of South Park to the hospital for a physical therapy unit. He added that when some park land was originally given to the hospital, they were told they would not be given any more land. He also noted that the skating rink is hard to use if there is no ice in it. He has lived within two blocks of the park for over 60 years and has seen the heavy usage it receives.

Ron Adams opposed the plan.

Kepp asked Thor Torske, board member of the Big Horn Hospital Association, if he had plans for Adams to review. Torske responded they would be on display at the hospital.

Steve Hopes is also against the plan. He also noted that the hospital said they were not going to ask for more of the park. South Park is heavily used. He also noted that water was not put in the rink last winter even though it was cold enough.

Vinetta Hollis stated that in her experience with physical therapy, the addition would not be needed. She added that they're not that busy and you're being ripped off.

The Mayor replied that he was sorry for her experience, but that he had not had that problem. He agreed that the facility was needed.

Jim Hyde added that he also had physical therapy, which went well, but did not see where there was heavy usage.

Molina asked the hospital association what therapy they would be able to provide that they can't now. Kristi Gatrell responded they would be able to add cardiac rehab to the physical therapy offered.

Cory Kenney noted that part of the hospital expansion would go out into Miles Avenue.

Knudsen said that property held in trust for a specific purpose would need to be voted on by the citizens in order to sell or lease it.

**Big Horn Hospital Association:**

Jim Seykora, board member of the Big Horn Hospital Association, noted that this is for the good of the community and is part of a \$21 million master plan. Torske added that there is reason to be proud of what we have. The MRI offered here is comparable to anything offered in Billings. The physical therapy expansion plan is the domino that starts everything.

Hyde asked why bookkeeping couldn't move to the Corner Pocket property. The response was that part of it is in-patient.

6:56 p.m.

It was noted that \$21 million for this master plan was preferred to the \$32 million it would take to build a new facility along the interstate.

George Real Bird, County Commissioner, noted that more patients were utilizing services than they have in the past.

Krebs asked for verification for utilizing it for a fee and if it would be available from 5 p.m. - 9 p.m. Torske answered there would be a fee, and it would be available during business hours and reasonable hours after the business day. There would be areas cordoned off to be in compliance with HIPAA for the patients. Krebs also asked if it would be necessary to have side doors leading into the park. Torske replied that could change, but thought it was a nice feature for patients to have access to a relaxing setting.

Vinetta Hollis noted that a relaxing setting would be a good feature.

Steve Hopes asked about the park infrastructure. Torske replied there is a line item in the budget to allow for taking care of that. The City wouldn't have to.

Seykora noted that the first step in the process was coming to Council.

Greer asked about a potential land exchange. Then the City could sell the land for homes.

Zent asked about installing electricity for events like "Shakespeare in the Parks." Currently an event like that has electricity run from across the street.

Kautzman reiterated that the Council couldn't authorize a land deal to the hospital without going to a vote.

Krebs and Zent supported the general outline of the hospital expansion. Knudsen asked for clarification, noting that the process may take several resolutions; a motion would give him direction to draft a resolution. Zent motioned to gift the land to the hospital association upon approval of the voters. Krebs seconded. Knudsen asked about the property size. Seykora noted that it would have to be surveyed. On a voice vote, the motion was unanimously approved.

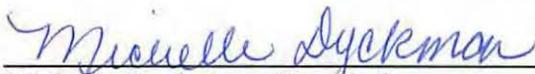
Knudsen outlined the process that would need to be followed to address vacating the street (Miles Avenue) except for the utility easements.

The meeting adjourned at 7:32 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, City Clerk

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

**PUBLIC HEARING:** The Public Hearing for the Street Maintenance District, and Street Maintenance levies and assessments for the **2017-2018** fiscal year was opened at 7:36 p.m. by Mayor Lane.

Present at the Hearing were:

Aldermen: Karen Molina, Harry Kautzman, Jeremy Krebs, Clayton Greer, Darren Zent, and Kenny Kepp.

City Staff: City Attorney Jordan Knudsen, Finance Officer/City Clerk Michelle Dyckman, and Public Works Superintendent Russell Dill. Several members of the public were also present.

Barrett Hollis stated he was madder than you can imagine, this town is full of fixed income people. Enough of raising rates, you got to do with what you got. He noted that UPS is hiring part-time employees so they don't have to pay benefits.

Deb Winburn said that when they first started paying on the street maintenance it was capped at \$250. She wondered how the cap could be increased.

Cory Kenney noted that the \$25 raise was 10% like everyone else is getting a 10% increase. He added he understood that costs were increasing.

The Mayor added that they have seen how the city tries to keep expenses down. He added he is also on a fixed income.

Mr. Hollis said he has been in cities, and the ones that provide services are the ones that go bankrupt.

Jim Hyde asked what the increase would be. The response was for a 7,000 sq. ft. lot the increase would amount to about \$5.59. He added the City does a good job. Last winter with the snow, you could get around. Not like Billings.

Steve Hopes agreed that it takes a lot of money to maintain the streets.

Mr. Hollis added that he volunteered to drive last winter because he has a CDL.

Hopes responded that the insurance wouldn't cover him. The city does use old trucks to keep costs down.

Krebs informed everyone that 36% was what was needed for a full increase. Council went with 10%.

Mr. Hollis declared "It's only. . . ; It's only. . . Don't raise rates at all." After stating they only have social security, he left the hearing.

Mayor Lane added that Council has tried hard to keep things from going up.

Vinetta Hollis asked about a vote by the citizens. Kepp responded that was why they were voted in. Knudsen added that the statute indicates the City can do it with these methods.

Cory Kenney stated that rates could go up 40% for a 4 year term.

Zent invited the public to come to the budget meetings and get more community participation on that level.

There being no further discussion, the Public Hearing was adjourned at 7:55 p.m.

**COUNCIL MEETING: The Regular Council Meeting for August 1, 2015 was called to order at 7:55 p.m. with Mayor Jack Lane presiding.**

The following Aldermen were present: Karen Molina, Harry Kautzman, Jeremy Krebs, Darren Zent, Clayton Greer and Kenny Kepp.

Also present: City Attorney Jordan Knudsen, Finance Office/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:**

Kautzman made the motion to approve the minutes as written for the July 17 and 18 Council and Committee meetings. Motion seconded by Kepp. On a voice vote, the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney asked about the claim to Gametime. It was for park equipment repairs.

Dr. Shelly Sutherland invited everyone to the Farmers Market that starts this Thursday night from 5:00 p.m. to 7:30 p.m. She also asked to consider waiving the business license fee for the vendors for the Farmers Market.

Dyckman noted that research indicated that Council had not waived business license fees for things like a farmers' market.

Esther Wynne reported how her daughter in New Orleans pays a reduced fee. She added that there were several possibilities.

Dr. Lori Byron recounted that most vendors at the Farmers' Market don't make \$50 all season.

Russell Dill noted that the purpose of the Farmers' Market was to bring people together to promote community health and asked Council to not charge fees.

Cory Kenney related that there was seasonal produce being sold all over town and wondered if the ordinance should be modified to waive fees for those.

Steve Hopes said the Farmers Market was a great idea and asked to not charge anything.

Mayor Lane added there is no intent to charge fees on lemonade stands.

Dr. Sutherland noted that the banners were up on the 200 block for the Farmers Market and they looked nice.

**COMMUNICATIONS:**

There was a letter on Gratuities and gifts from the City Attorney, and information on the Montana Highway Rail Conference.

**MAYOR'S REPORT:**

**OLD BUSINESS:**

Kautzman made the motion to approve the Sign Agreement with Big Horn County for the "Welcome" sign located at the museum. It was seconded by Kepp. On a voice vote, the motion was unanimously approved.

Kepp made the motion to approve the Settlement Agreement with Forest Park Partners, LLC to resolve the suit regarding assessments for Lighting District #54 and Street Maintenance District #1. It was seconded by Greer. On a voice vote, the motion was unanimously approved.

**NEW BUSINESS:**

Terry Jeffers of the Jail House Gallery asked to close Center Avenue for the Duck Derby on August 4. Krebs made the motion to approve. It was seconded by Zent. On a voice vote, the motion was unanimously approved.

Mike Creeden asked Council to waive fees on the utility bill left by his renter stating that he received notice a year later. Greer made a motion to relieve that extra charge and for Creeden to pay the original bill. It was seconded by Zent. On a voice vote, the motion was unanimously approved.

Brian Johnson, a licensed architect and registered contractor in the state of Montana, presented plans for his clients, Christine McCandless and Rebecca Nathan, to construct a garage with living quarters for property located at 220 West 3<sup>rd</sup> Street. The original home is historic – 103 years old – and any disturbance to land close to the house could damage it. Krebs and Kautzman indicated that the amount of set-back on the garage entrance from the alley would not allow for turning from the alley. Johnson countered that the three feet meets code. His concern is establishing a second residence on the lot. The map indicates it is zoned C-1 which does not require any set-backs. (*Later research indicates that the property is R-2, the C-1 zoning was granted to neighboring properties on December 4, 2001.*) Review will continue at the next Council meeting on August 15.

Greer made a motion to waive business license fees for the farmers market and other similar activities to include garage sales, lemonade stands, bake sales and the like. It was seconded by Zent. On a voice vote, the motion was unanimously approved.

**STAFF REPORTS****Public Works:**

Dill reported that the River Restoration Project has gone out to bid.

**Finance/Administration:**

Dyckman reviewed liability insurance costs, a breakdown on delinquent taxes, and June preliminary reports.

**Legal:**

Knudsen updated Council on the Finance Officer/City Clerk ordinance. He noted that language in the statute regards the Clerk position as an appointment, but does not indicate if a set term is required. Molina made a motion to make it a four year term. It was seconded by Krebs. After more discussion, they rescinded the motion and second. It was tabled until the next meeting.

**COMMITTEE REPORTS****Parks and Playgrounds:**

Krebs noted that the mother-child swing was fixed.

**Finance:**

Greer made a motion to approve the claims as presented:

	CLAIM No.		Monthly Total
June, 2017	22149, 22154, 22179	\$	1,673.88
	21972 cancelled	\$	(61.33)
July, 2017	22112 - 22123 22150 - 22153 22155 - 22178 22180, 22181	\$	171,408.49
August, 2017	22124 - 22148	\$	3,208.00
Transfer funds	22151	\$	(63,718.80)
<b>Claims Total (Expenditures)</b>		\$	<b>112,510.24</b>
<b>June, 2017 Payroll</b>		\$	<b>208,702.73</b>
<b>July, 2017 Payroll</b>		\$	<b>109,540.04</b>
<b>TOTAL Submitted</b>		\$	<b>430,753.01</b>

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

**RESOLUTIONS and ORDINANCES:**

**Ordinance No. 2017-02: An Ordinance Authorizing the Amendment of Title 4, Chapter 4, Section 1, Excavations.** Molina made a motion to approve the second reading of the ordinance. Krebs seconded. On a voice vote, the motion was unanimously approved.

Ordinance No. 2017-03 was tabled until the next meeting.

**Resolution 2129: Assessing the cost of Street Maintenance in Street Maintenance District Number 1 for Fiscal Year 2017-2018.** Greer made a motion to approve the resolution. Zent seconded. On a voice vote, the motion was unanimously approved.

**Resolution 2130: Intention of the City to Increase Rates and Charges for the Users of the Water and Sewer Systems.** Greer made a motion to approve the resolution. Kautzman seconded. On a voice vote, the motion was unanimously approved.

**Resolution 2131: Intention of the City to Apply for a Preliminary Engineering Grant from the Treasure State Endowment Program.** Kepp made a motion to approve the resolution. Krebs seconded. On a voice vote, the motion was unanimously approved.

**ANNOUNCEMENTS:**

Public Hearings for both the Intent to Raise Water and Sewer Rates; and Adopting Budgets, Setting Levies and Assessments will be on September 5, 2017 at 7:00 p.m.

Kepp made a motion to adjourn the meeting. The meeting was adjourned at 9:29 p.m.

Jack Lane  
Jack Lane, Mayor



**ATTEST:**

Michelle Dyckman  
Michelle Dyckman, City Clerk

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

**COUNCIL MEETING: The Special Council Meeting for August 10, 2017 was called to order at 6:33 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

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

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, City Attorney Jordan Knudsen and several members of the public.

**PUBLIC COMMENT:**

Jim Hyde questioned the City donating land when they are asking for a rate increase.

Greer noted that Council is in favor of assisting the Hospital Association and questioned how a vote can be made without having it all in writing. Krebs expressed he is in favor of the donation if the facility would be open to the public after hours from 5:00 p.m. to 9:00 p.m. and Greer noted that the "nominal fee" amount should be disclosed to the voters for them to vote properly. Dyckman noted the deadline to have the vote placed on the ballot is Monday, August 14th.

Jim Seykora showed pictures of the boundary lines and reported the master plan will be available to the public. Jim Hyde voiced the intent is good, but the intent at one time was to not give any more park land. Seykora expressed they are designing the facility as a service for the people. Thor Torske, of Big Horn Hospital Association, reported that all of the building space is not required, but the public had expressed interest in a facility through a community health survey.

Greer asked if there was water available and Dill reported there was a fire hydrant and sprinkler system. Greer asked who would take care of it and at what expense. Also, how much of 1<sup>st</sup> Street would be given up for garbage service?

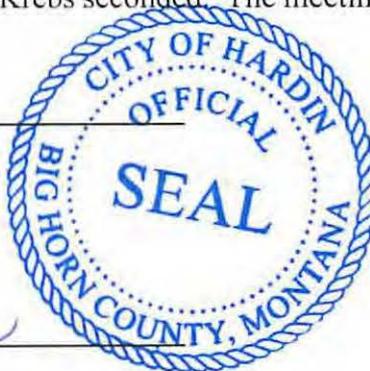
Knudsen reported that by statute it is a two step process requiring a vote of the electors and also 2/3 majority of Council. He reported there is room for amendment, that a several page document could be drafted with details of the electricity, facility usage by the public, etc. It can't be put into this resolution, but it can be placed into the deed.

**Resolution NO. 2132 - A Resolution To Place On The Ballot The Question Of Whether The City Of Hardin Should Donate A Portion Of Real Property In The City of Hardin Located In What Is Commonly Known as "South Park".**

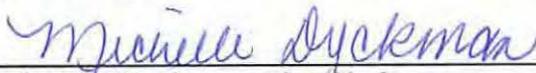
Kepp motioned for approval of Resolution NO. 2132. Krebs seconded. On a voice vote the motion was unanimously approved.

Greer motioned to adjourn the meeting. Krebs seconded. The meeting adjourned at 7:08 p.m.

  
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Jack Lane, Mayor



**ATTEST:**

  
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Michelle Dyckman, City Clerk

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

**COUNCIL MEETING:** The Regular Council Meeting for August 15, 2017 was called to order at 7:30 p.m. with Council President Kenny Kepp presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, and Jeremy Krebs. Mayor Lane and Darren Zent were absent.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Krebs made the motion to approve the Special Council Meeting, Public Hearing, and Regular Council minutes as written for August 1, 2017, Finance/Budget Meeting for July 31, 2017, and Special Council Meeting August 10, 2017. Motion seconded by Kautzman. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Dr. Shelly Sutherland, Chief Community Officer of BigHorn Valley Health Center, reported the River Valley Farmers Markets have been well attended and she thanked the City for their continuing support.

Cory Kenney expressed that there was not enough information provided regarding the Miles Avenue street closure, but he also noted it is to be handled at next meeting. Greer reported it was addressed at the last meeting. Kenney also noted his concerns about the proposed cost increases in lighting districts, commercial rates vs. residential rates, and LED lighting.

**COMMUNICATIONS: N/A**

**MAYOR:**

**OLD BUSINESS:**

Molina reported the proposed addition at 220 West 3<sup>rd</sup> Street would need to go to the City-County Planning Board (CCPB), then to City Council for approval. Knudsen noted the City is working with the architect regarding matters that are not currently compliant with City codes.

Krebs motioned to approve the Personnel and Drug & Alcohol Testing Policies. Greer seconded. On a voice vote the motion was unanimously approved.

**NEW BUSINESS:**

Kristi Gatrell, of Big Horn Hospital Association, reported she had received a phone call from Mr. Mitch Evans on June 29<sup>th</sup> communicating that he is not able to back out of his personal driveway when there is a truck unloading at the hospital. She requested permission to have a designated loading zone on the side of the hospital, with appropriate signage at the expense of the hospital. Molina motioned to approve the request. Krebs seconded. On a voice vote the motion was unanimously approved.

Kepp reported City Judge James Seykora submitted a letter requesting approval for he and Judge Richard Bowler to share the position in City Court at an envisioned ratio of himself at 2/3 position and Judge Bowler at a 1/3 position. Judge Seykora noted the City would save roughly \$6000 a year. Greer motioned to approve the request. Krebs seconded. Knudsen reported the request would need to be done by Ordinance, which he will have prepared for next meeting.

A mobile home inspection was submitted for Wesley Toineeta for a 1980 Bonnavilla. Greer questioned if the electrical service was all copper. Greer motioned for approval of the application contingent on a final inspection to be done by the Building Inspector verifying that

all the items noted in the current inspection are corrected and also verification if there is copper electrical. Kautzman seconded. On a voice vote the motion was unanimously approved.

Kepp reported that negotiations for the Union were discussed at an earlier meeting.

**STAFF REPORTS:**

**Public Works:**

Dill reported Hardin High School has asked for a crosswalk on Terry Avenue between the Alternative Education building and the Middle School. Kepp reported the building will be used this school year for regular everyday classes. Kautzman asked if the school will be paying for the signs. Dill reported the City will order them and the school will pay for them. Krebs motioned for approval of the request. Molina seconded. On a voice vote the motion was unanimously approved.

**Finance:**

Dyckman provided information on the Certified Taxable Value and the TIFD (Tax Increment Finance District) reporting they have increased. Also, she has begun to work on mill levies.

**Legal:**

Knudsen reported the County will not receive a grant at this time to hire a Victims/Witness Coordinator.

**Economic Development:** N/A

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:** N/A

**Sewer & Water:**

Dill reported the pre-bid conference for the River Bank Stabilization Project is scheduled for August 18<sup>th</sup> at 10:00 a.m., and the bid process closes August 25<sup>th</sup> at 3:00 p.m.

**Law Enforcement:**

**Streets & Alleys:**

**Parks & Playgrounds:**

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
June, 2017	22182 - 22183	\$ 212.70
July, 2017	22184 - 22200	
	22203, 22205 - 22218	\$ 40,829.12
August, 2017	22201, 22202, 22204	
	22219 - 22228	\$ 20,450.32
<b>TOTAL Submitted</b>		<b>\$ 61,492.14</b>

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

Greer reported the Landfill committee met and revenue and expenditure reports were reviewed.

A Budget Meeting was scheduled for Tuesday, August 22, 2017 at 6:00 p.m.

**Resolutions & Ordinances:**  
**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Molina reported the consensus of the committee is to waive special event permit fees for the Military and to leave the discretion to the Mayor to determine which fundraisers would be eligible for exemption. Also, consensus of the committee is to grant waivers of business license fees for the River Valley Farmers Market and other similar activities. The determination of exemption for *other similar activities* would be left to the discretion of the Mayor or Finance Officer. Amendments for Resolutions and Ordinances will be submitted.

Kautzman motioned to approve the second reading of Ordinance NO. 2017-03 – Amending Title 1, Chapter 13, City Finance Officer. Greer seconded. On a voice vote, the motion was unanimously approved.

**ANNOUNCEMENTS:**

Public Hearings for Intent to Raise Water/Sewer Rates and for FY2017-2018 Adopting Budgets, Setting levies and Assessments will be held September 5, 2017 at 7:00 p.m.

The Petition to close Miles Avenue will be acted on September 5, 2017 at 7:30 p.m. meeting.

The City of Hardin offices will be closed September 4, 2017 for Labor Day.

Greer motioned to adjourn the meeting. Krebs seconded. The meeting adjourned at 8:20 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
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Michelle Dyckman, CMC, CPFA

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

**COUNCIL MEETING: The Special Council Meeting for August 15, 2017 was called to order at 7:00 p.m. with Council President Kenny Kepp presiding.**

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

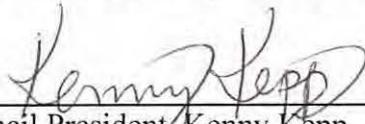
Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting/Records Tech Angela Zimmer, and City Attorney Jordan Knudsen, and several members of the public.

**PUBLIC COMMENT:**

**UNION CONTRACT:**

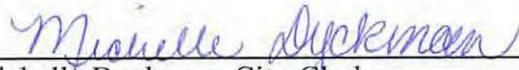
Knudsen reviewed the estimated cost of the current union proposal. He reported the average wage increase of \$0.48 per employee this year and \$0.49 next year. Jim Soumas, Teamster Union Business Representative, noted health insurance costs rose \$0.26 per hour for an employee that has a family plan, so a wage increase would help offset the rise in premiums. The employees made concessions on some items previously asked for in an effort to effectuate an increase in wage. Krebs noted increases in health premiums is what costs the City every year. Kepp asked if the contract would be a one or two year. Soumas responded it is a two year contract. Council agreed to continue moving in the current direction.

Greer motioned to adjourn the meeting. The meeting adjourned at 7:22 p.m.

  
\_\_\_\_\_  
Council President, Kenny Kepp



**ATTEST:**

  
\_\_\_\_\_  
Michelle Dyckman, City Clerk

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

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

Present at the Hearing were Council Members: Karen Molina, Kenny Kepp, Harry Kautzman, Jeremy Krebs, and Darren Zent. City Staff: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**PUBLIC COMMENT:**

Cory Kenney conveyed that he was happy with the Organizational Chart that was included in the Budget documents and thankful for the breaking down of the rates for garbage. He feels that businesses should not have to pay any more than they do now. Also, he voiced that charges for lighting need to be equalized per square foot between commercial and residential and that converting to LED lighting would create a savings.

Laurie Tschetter reported that she has contacted the Public Utilities Commission regarding LED lighting. Also, she expressed her concern of the increase in garbage and a 4% increase in water. Her garbage fees increased \$822.00 and her lighting fees increased \$468.43. She noted that her grandma's house in the City limits does not have running water and that she has asked the City about paying tap fees.

There being no further discussion, the Public Hearing was adjourned at 7:29 p.m.

**COUNCIL MEETING:** The Regular Council Meeting for September 5, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the Council meeting, Special Council meeting and Ordinances and Resolutions and Budget Committee meetings of August 15, 2017, Budget meeting of August 22, 2017 and to amend Special Council meeting of June 13, 2017. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Kenney commented commercial garbage rates need to be brought up to match residential rates, but it inadvertently puts a strain on a business not doing well or if a building is vacant. He noted he is against the lighting increase unless there is pressure put on the Public Service Commission. He would also like the increase to be put into the Capital Improvements for LED lighting.

Tschetter commented she is against the water increase and the other increases. She is paying commercial water rates for her park and apartment buildings are not equally charged. She also voiced that landlords with rentals should also be charged commercial rates.

**COMMUNICATIONS:**

The City received the City-County Planning Board Minutes for the August 14 Public Hearing and regular meeting.

**MAYOR:**

Mayor Lane reported he has been approached by citizens asking about curfew enforcement due to crimes of vandalism and break-ins. They would like to see more night patrols.

Jim Seykora reported there has been a lot of vandalism after hours, there has been items stolen from his yard, and he has been told by people they have encountered others trying to steal vehicles.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

Rose Mercier requested street closure of the 200 Block at Center Avenue for the Halloween parade in October and Parade of Lights in December. Kepp motioned to approve the requests. Zent seconded. On a voice vote the motion was unanimously approved.

Dyckman reported an Understanding of Services document was received from Tripp & Associates. Kepp motioned to approve the document. Kautzman seconded. On a voice vote the motion was unanimously approved.

Cal Cumin, Planning Advisor of the City-County Planning Board (CCPB), provided information on the recommendation of the CCPB for the Proposed Little Horn Major Subdivision Preliminary Plat. Cumin reported that upon Council approval, the conditions listed in the recommendation would need to be met before a final approval can be made. Kepp motioned to approve the recommendation. Kautzman seconded. On a voice vote the motion was unanimously approved.

Mayor Lane reported a letter was received from the CCPB regarding variances. There was no further discussion.

Jaime Larios asked Council for a variance to construct a roof over a deck he is building on his home. He presented pictures and signatures of neighbors. Knudsen indicated the proper procedure would be to request a variance from the City-County Planning Board.

**STAFF REPORTS:**

**Public Works:**

Dill requested approval for the River Bank Stabilization Project bid to be awarded to Donnes Inc. in the amount of 225,025.80. Kepp motioned to award the bid as requested. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Finance:**

Dyckman provided an Election update noting that Joe Purcell has filed as a write-in candidate for Mayor and the deadline for write-in candidates was 5:00 p.m. today.

Dyckman provided Budget updates. She also reviewed the Pledge Report and asked Council for approval. Krebs motioned for approval. Zent seconded. On a voice vote the motion was unanimously approved.

Dyckman asked for approval to take vacation from October 18<sup>th</sup> – November 1<sup>st</sup>. Molina motioned for approval. Zent seconded. On a voice vote the motion was unanimously approved.

**Legal:**

**Economic Development:**

Mayor Lane reported there is not any new information regarding the Two Rivers Detention Center.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported the City is still in the negotiation process with the Union.

**Sewer & Water:**

**Law Enforcement:**

**Streets & Alleys:**

**Parks & Playgrounds:**

Krebs reported the park restrooms will be shut down September 29<sup>th</sup>.

Kepp asked if the parks were going to be sprayed again for weeds. Dill confirmed they will be.

**Finance/Landfill:**

Zent made a motion to approve the claims:

	CLAIM No.		Monthly Total
July, 2017	22244	\$	36.68
August, 2017	22228 - 22243		
	22245 – 22278, 22304	\$	60,152.42
September, 2017	22279 - 22303	\$	3,208.00
Transfer funds	22245	\$	(5,132.29)
<b>Claims Total (Expenditures)</b>		<b>\$</b>	<b>58,264.81</b>
<b>August, 2017 Payroll</b>		<b>\$</b>	<b>133,091.80</b>
<b>TOTAL Submitted</b>		<b>\$</b>	<b>191,356.61</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**Resolution NO. 2133: Amending Landfill Fee Schedule.** Molina motioned to approve the resolution. Zent seconded. Discussion arose regarding how the landfill determines who is a City resident and who is not. Kautzman questioned if stickers could be used as has been done in the past. Dill asked for the ordinance to be more specific. On a voice vote the motion was unanimously approved.

**Resolution NO. 2134: Assessing the cost of Garbage Disposal to City Property Owners for Fiscal Year 2017/2018.** Kepp motioned to approve the resolution. Krebs seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2135: Assessing the cost of Maintaining Special Improvement Lighting District NO. 1, to the Property Owners of said District, for Fiscal Year 2017/2018.** Krebs motioned to approve the resolution. Zent seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2136: Assessing the Cost of Maintaining Special Improvement Lighting District NO. 54, to the Property Owners of said District, for Fiscal Year 2017/2018.** Kautzman motioned to approve the resolution. Zent seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2137: To approve Assessments being placed on the Real Property Tax Rolls as a Special Assessment.** Kepp motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2138: Approving and Adopting the Budget for the Fiscal Year 2017/2018.** Kepp motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2139: Taxes / Levies Fiscal Year 2017/2018.** Kepp motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2140: To Increase Rates and Charges for the Users of the Water and Sewer Systems.** Kepp motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2141: To Discontinue And Vacate Miles Avenue Between 1<sup>st</sup> Street West and Division Street in the City of Hardin, Montana.** Krebs motioned to approve the resolution. Molina seconded. On a voice vote the motion was unanimously approved.

**Ordinance NO. 2017-04: Authorizing the Amendment of Title 1 Chapter 18, City Judge.** Kautzman made a motion to approve the first reading of the ordinance. Kepp seconded. On a voice vote the motion was unanimously approved.

**Ordinance NO. 2017-05: Authorizing the Amendment of Title 6, Chapter 3, Section 3, Public Drinking.** Molina made a motion to approve the first reading of the ordinance. Zent seconded. On a voice vote the motion was unanimously approved.

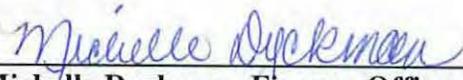
**Ordinance NO. 2017-06: Authorizing the Amendment of Title 5, Chapter 1, Section 2, Business Licenses.** Zent made a motion to approve the first reading of the ordinance. Krebs seconded. On a voice vote the motion was unanimously approved.

ANNOUNCEMENTS: N/A

Kepp motioned to adjourn the meeting. The meeting adjourned at 8:40 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



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

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

**COUNCIL MEETING:** The Regular Council Meeting for September 19, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Kenny Kepp, Harry Kautzman, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the September 5, 2017 Council meeting. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

**COMMUNICATIONS:**

**MAYOR:**

**OLD BUSINESS:** N/A

**NEW BUSINESS:**

Tom Gould asked for approval of a Home Occupation request for a leather repair and fabrication and firearms repair business at 1031 N. Custer Avenue. Knudsen reviewed I-2 and C1 zoning considerations with the request and had no problems with it. Krebs motioned for approval of the request contingent of Gould acquiring proper firearms licensing. Kepp seconded. On a voice vote the motion was unanimously approved.

Dyckman requested approval of a records disposal request. Kautzman motioned for approval. Kepp seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:** N/A

**Finance:**

Dyckman reported on an Event Notice and continuing disclosures regarding the Tax Increment Industrial Infrastructure Development Revenue Bonds.

**Legal:**

Knudsen reported the proposal of Ordinance No. 2017-01 - Consolidating City Clerk and City Finance Officer will be presented at the next Council meeting.

Knudsen asked Council to consider an ordinance on littering. Krebs suggested a fine of \$100.00 and community service. Kautzman noted it could be left to the discretion of the Judge. Krebs recommended an ordinance reflecting a fine of \$100.00 and/or community service.

Knudsen noted the sheriff's office has expressed concerns regarding a first offense of disorderly conduct or disturbing the peace. Officers are not able to arrest or remove first time offenders. A recommendation was made to develop an ordinance.

**Economic Development:**

Mayor Lane reported Love's Travel Stop appears to be doing well.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

**Sewer & Water:**

Kepp asked Dill when the contractors will begin work on the Bank Stabilization. Dill reported work may begin early October.

**Law Enforcement: N/A**

**Streets & Alleys:**

Kautzman noted the streets drained well with the current rain giving credit to the maintenance Dill and the City crew has done.

**Parks & Playgrounds:**

Krebs reported the park restrooms will be closed September 29<sup>th</sup>.

**Finance/Landfill:**

Kepp made a motion to approve the claims:

	CLAIM No.	Monthly Total
August, 2017	22305 - 22319 22324 - 22326	\$ 27,460.37
September, 2017	22320 – 22323, 22327	\$ 144,391.50
<b>TOTAL Submitted</b>		<b>\$ 171,851.87</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**Ordinance No. 2017-04: Authorizing the Amendment of Title 1 Chapter 18, City Judge.** Krebs made a motion to approve the second reading of the ordinance. Kepp seconded. On a voice vote the motion was unanimously approved.

**Ordinance No. 2017-05: Authorizing the Amendment of Title 6, Chapter 3, Section 3, Public Drinking.** Molina made a motion to approve the second reading of the ordinance. Kautzman seconded. On a voice vote the motion was unanimously approved.

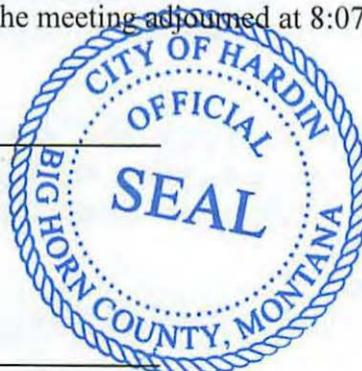
**Ordinance No. 2017-06: Authorizing the Amendment of Title 5, Chapter 1, Section 2, Business Licenses.** Kautzman made a motion to approve the second reading of the ordinance. Krebs seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

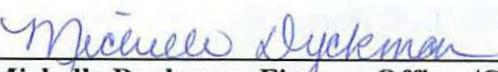
The Montana Leagues of Cities and Towns Conference is scheduled for September 27, 2017 to September 29, 2017 in Great Falls.

Kepp motioned to adjourn the meeting. The meeting adjourned at 8:07 p.m.

  
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 Jack Lane, Mayor



**ATTEST:**

  
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 Michelle Dyckman, Finance Officer/City Clerk

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

**COUNCIL MEETING: The Regular Council Meeting for October 3, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.**

The following Aldermen were present: Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the September 19, 2017 Council meeting. Motion seconded by Krebs. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney asked for there to be open discussion when Council addresses the advertisement of land. He also would like line 3 of the proposed littering ordinance to note public property.

**COMMUNICATIONS:**

**MAYOR:**

**OLD BUSINESS:**

Mayor Lane reported City employees have ratified the Union Collective Bargaining Agreement and are submitting the contract for Council approval. Krebs motioned to approve the agreement. Zent seconded. On a voice vote the motion was unanimously approved. This is Resolution No. 2142 - Adopting Teamsters Union Contract and Establishing Wages for Certain City Employees for Fiscal Year 2017/2018.

**NEW BUSINESS:**

Karen Stanton, commercial property owner, addressed Council requesting a zoning variance. She reported Doug Felt is interested in renting a property from her to open a medical marijuana dispensary at her location on Center Avenue. His application to the City County Planning Board (CCPB) was denied because the zoning code says that a medical marijuana dispensary has to be over 300 feet from a residential area. The U.S. Post Office and residences are within the 300 feet, but it is zoned residential and she feels that it should be a commercial property. She is requesting for Council to approve a variance. Kepp and Zent noted that a public hearing is part of the process so the public can be heard. Greer asked if the CCPB could be asked to consider expediting the process, as they have meetings once a month. Knudsen offered the better approach would be to do a variance in conjunction with a medical marijuana request.

Dill reported that he has been contacted by Chad Bower of Republic Services. He communicated the landfill rates were too high and would like to negotiate a contract. Dill noted that he will meet with Bower. Kepp asked why he would want Republic to have a cheaper rate than him. Dill responded he will continue to look into it.

Knudsen reported Love's Travel Stops & Country Stores, Inc. paid an SID in full on a residential property and have requested the payoff document to be signed by the Mayor and recorded at the Clerk and Recorder. Krebs motioned to approve the request. Kepp seconded. On a voice vote the motion was unanimously approved.

**STAFF REPORTS:**

**Public Works:**

**Finance:**

Dyckman extended a thank you to Mayor Lane and Council for supporting herself and Dill to attend the recent Montana League of Cities and Towns Conference in Great Falls.

Dyckman reported there are three parcels, the Hardin Trailer Court, the Plaza, and the land currently used for Extreme Days and training by the Hardin Volunteer Fire Department. They had been previously purchased by the City with the intent to sell. She asked Council if they prefer to have the properties classified as investments or advertised to sell. Greer and Kepp agreed that the Hardin Trailer Court parcel should be sold. Cory Kenney expressed that the Plaza is the best park in town and should not be sold. Laurie Tschetter noted it is an asset. Council asked for a realtor to be contacted to prepare a market analysis on the trailer court parcel and the parcel used for Extreme Days. Knudsen will prepare a resolution identifying the investment properties that will be listed for sale.

**Legal:**

Knudsen asked to withdraw Ordinance No. 2017-07 – Prohibiting Littering. He will prepare a new draft.

**Economic Development: N/A**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

**Sewer & Water:**

Kepp asked Dill if the contractors have begun work on the River Bank Stabilization project. Dill reported they will be widening the road so they can maneuver their equipment to the site.

**Law Enforcement: N/A**

**Streets & Alleys: N/A**

**Parks & Playgrounds:**

Krebs reported the park restrooms are closed. He also recognized Steve Hopes and the parks department for doing an excellent job maintaining the parks this year.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
August, 2017	22329	\$ 18,880.25
September, 2017	22328 22356 - 22425	\$ 72,859.16
October, 2017	22330 – 22354, 22355	\$ 9,693.76
<b>Claims Total (Expenditures)</b>		<b>\$ 101,433.17</b>
<b>TOTAL Submitted</b>		<b>\$ 101,433.17</b>

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

**Resolutions & Ordinances:**  
**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**Ordinance No. 2017-01: Amending Title 1, Chapter 13, City Finance Officer.** Knudsen asked Council to review the proposed to make sure it encompasses their intent. Krebs motioned to approve the first reading of the ordinance. Zent seconded. On a voice vote the motion was unanimously approved.

**Ordinance No. 2017-08: Prohibiting Acts that Disturb the Peace in the City Limits of Hardin, Montana.** Kautzman made a motion to approve the first reading of the ordinance. Zent seconded. On a voice vote the motion was unanimously approved.

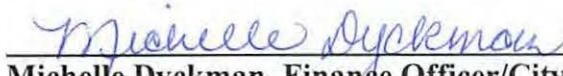
**ANNOUNCEMENTS:**

Mayor Lane announced City offices will be closed Monday, October 9<sup>th</sup> in Observance of Columbus Day. Voter registration for the Municipal General Election closes Tuesday, October 10<sup>th</sup> at 5:00 p.m. Dyckman reported if a voter is not registered by the deadline, they will not receive a mail ballot, but can go into the Elections office to register and vote.

Greer motioned to adjourn the meeting. The meeting adjourned at 8:45 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor

ATTEST:

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



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

**PUBLIC HEARINGS:** Public Hearings for the **Environmental Assessment and Project Reviews for Terry Avenue Rehabilitation Project** were opened at 7:00 p.m. by Mayor Lane.

Present at the Hearing were Council Members: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Jeremy Krebs, and Darren Zent. City Staff: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**PUBLIC COMMENT:** N/A

Dill reported the City is submitting another application to the Coal Board to request more funding for the Terry Avenue Rehabilitation Project. Greer asked how much money is being requested. Dill responded \$171,000.00.

There being no further discussion, the Public Hearing was adjourned at 7:04 p.m.

**COUNCIL MEETING:** The Regular Council Meeting for October 17, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

Also present: Finance Officer/City Clerk Michelle Dyckman, Public Works Superintendent Russell Dill, Accounting & Records Tech Angela Zimmer, City Attorney Jordan Knudsen and several members of the public.

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the October 3, 2017 Council meeting. Motion seconded by Greer. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Karen Stanton provided a printed report from Montana Cadastral to Council showing the Post Office as a Commercial property. The City has it zoned as Residential. She voiced her potential tenant has met all the requirements of the state and the City County Planning Board has scheduled a hearing for November 13<sup>th</sup>. She requested Council pass a resolution adopting Montana Cadastral as the official City zoning map. Knudsen reported the medical marijuana code does say from property line to property line. Greer and Molina also noted the code says a dispensary cannot be within 300 feet of a residentially zoned property.

**COMMUNICATIONS:**

The City received a newsletter from the Montana Department of Transportation.

**MAYOR:**

Mayor Lane encouraged citizens to vote in the upcoming election.

**OLD BUSINESS:** N/A

**NEW BUSINESS:**

Angela Zimmer announced there will be a Halloween Run/Walk October 28<sup>th</sup> at 4:00 p.m. The event is a fundraiser for the Senior Graduation Non-Alcohol Party.

The Mayor reported Richard Bowler will be acting City Court Judge for a few weeks. He and City Judge Seykora will be sharing the position effective October 19, 2017.

**STAFF REPORTS:**

**Public Works:**

Dill requested approval for the amount of \$78,987.50 for the storm drain project on 4<sup>th</sup> street that will be done by Springline Construction. Krebs asked if the storm drains were increasing to 18". Dill responded with a yes. Kautzman motioned for approval. Kepp seconded. Krebs and Molina asked if it was in the budget. Dill reported it is over the budgeted amount. Funds will be moved from the storm drainage maintenance fund into the storm drainage construction fund. On a voice vote, the motion was unanimously approved.

Dill asked Council to approve a bid from Pink Hill LLC in the amount of \$14,231.75 to stockpile dirt at the Landfill. Molina asked if City landfill employees could do the work. Dill explained the costs if the work were to be done by the City. Krebs motioned for approval. Greer seconded. On a voice vote, the motion was unanimously approved.

Dill reported that he has been in contact with Republic Services. They are interested in a five year contract with built-in rate increases. Dill asked Council for approval to meet with the City Attorney and the Mayor for negotiations. The concern is County residents will have better rates than City residents. Kepp and Kautzman agreed if Republic is given a break, others should get one too. The consensus of Council was to approve Dill's request.

**Finance:**

Dyckman reported she will have financial reports for September at the November 7<sup>th</sup> Council Meeting.

**Legal:**

Knudsen reported he will have Ordinance No. 2017-07 – Prohibiting Littering and a resolution for land investments available the next meeting.

**Economic Development: N/A**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy: N/A**

**Sewer & Water:**

Kepp reported that he has been down to the river to see the work that had been done restoring the river bank and voiced he is impressed. They did a good job.

**Law Enforcement: N/A**

**Streets & Alleys:**

Kautzman noted the streets look good and the City is doing Alley Clean up this week.

**Parks & Playgrounds: N/A**

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
September, 2017	22426 - 22447 22450, 22451, 22453, 22454	\$ 29,274.04
October, 2017	22448, 22449 22452, 22455, 22456	\$ 4,255.38
<b>Claims Total (Expenditures)</b>		<b>\$ 33,529.42</b>
<b>September, 2017 Payroll</b>		<b>\$ 134,807.26</b>
<b>TOTAL Submitted</b>		<b>\$ 168,336.68</b>

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

**Resolutions & Ordinances: N/A**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**Ordinance No. 2017-01: Amending Title 1, Chapter 13, City Finance Officer.** Kautzman motioned to approve the second reading of the ordinance. Greer seconded. On a voice vote the motion was unanimously approved.

**Ordinance No. 2017-08: Prohibiting Acts that Disturb the Peace in the City Limits of Hardin, Montana.** Kautzman made a motion to approve the second reading of the ordinance. Molina seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

Mayor Lane congratulated Dill for receiving MMIA's Bob Worthington Risk Management Achievement Award for 2016-2017.

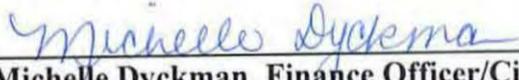
There is a meeting with Rocky Mountain Power and County Commissioners at the Courthouse on October 18<sup>th</sup> at 9:00 a.m.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:23 p.m.

  
\_\_\_\_\_  
Jack Lane, Mayor



**ATTEST:**

  
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Michelle Dyckman, Finance Officer/City Clerk

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

**COUNCIL MEETING:** The Regular Council Meeting for November 7, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

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

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the October 17, 2017 Council meeting. Motion seconded by Krebs. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney extended a thank you to Council for not holding the Plaza parcel as an investment for resale. He then questioned if council could have the authority to waive qualifications for the Public Works Superintendent position, as there are a lot of certifications requirements listed. He also would like for the City to look at promoting from within.

**COMMUNICATIONS:** N/A

**MAYOR:**

Mayor Lane reported election results will be available tomorrow.

**OLD BUSINESS:** N/A

**NEW BUSINESS:**

Rose Mercier asked Council for permission to use the Plaza and have electricity available in the Plaza for the Parade of Lights that will be held December 1<sup>st</sup>. Kepp motioned to approve the request. Zent seconded. On a voice vote, the motion was unanimously approved. Kepp extended a thank you to Mercier.

Jerry Wemple communicated the Hardin Volunteer Fire Department (HVFD) would like to renew the lease for the land they use for Hardin Extreme Days for another five years. Kepp responded that he did not have a problem with them using it, except in the case there were to be an interested buyer. Knudsen added that typically leases will transfer with the sale of a property, a clause can be attached upon council approval. Wemple requested a lease of a minimum of two years as the event takes about a year of planning. He also requested notification when the lease is up. Kepp motioned to approve the lease of a two year agreement with a notice of the end of the contract and also for the lease to transfer with the sale of the property. Greer seconded. On a voice vote the motion was approved. (5/0) Krebs abstained.

Mayor Lane announced Dill will be leaving the City, and he will be missed. He noted City policy is to post the job internally first and that Council will be involved in the selection and approval.

**STAFF REPORTS:**

**Public Works:**

Dill reported there were three bids submitted for a cistern installation at the Waste Water Treatment Plant. He asked for this item to be tabled. Molina motioned to approve the request. Kautzman seconded. On a voice vote, the motion was unanimously approved.

Dill requested approval of the pay application to Donnes, Inc. in the amount of \$209,520.40 for the work performed on the River Bank Restoration Project. He reported he

has been down to the river and Donnes has done an awesome job. Kepp motioned for approval. Zent seconded. On a voice vote, the motion was unanimously approved.

Dill asked Council to approve the Substantial Completion Certificate. Donnes will complete the landscaping in the spring of 2018. Greer asked if there would be an extra cost and Dill noted there will not be. Greer motioned for approval. Kepp seconded. On a voice vote, the motion was unanimously approved.

Dill requested approval for the amount of \$18,017.50 to replace two rotating assemblies, for the 8" and 10" pumps, on the intake pump at the Waste Water Treatment Plant. Krebs motioned to approve the request. Kautzman seconded. On a voice vote, the motion was unanimously approved.

**Finance:**

Dyckman reviewed the September financial reports.

Dyckman provided a review of the Pledge Report and asked for Council approval. Greer motioned for approval. Kautzman seconded. On a voice vote, the motion was unanimously approved.

**Legal:**

Knudsen reported the Montana Supreme Court ruled on November 1<sup>st</sup> that the Marsy's Law Initiative approved by voters is unconstitutional.

**Economic Development:**

Mayor Lane noted the Two Rivers Detention Center may be open next year. Molina reported the Billings Gazette had an article about possibly opening in January.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:** N/A

**Sewer & Water:** N/A

**Law Enforcement:** N/A

**Streets & Alleys:**

Kautzman reported Dill had the City crew put sand down on the streets.

**Parks & Playgrounds:** N/A

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
October, 2017	22457 - 22481	
	22483 - 22498	
	22524 - 22538	
	22540 - 22550	\$ 297,990.89
November, 2017	22482, 22499 - 22523	
	22539	\$ 36,190.74
<b>TOTAL Submitted</b>		<b>\$ 334,181.63</b>

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

**Resolutions & Ordinances:** N/A

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**Resolution NO. 2143: Amending the Amount Assessed for the Cost of Garbage Disposal to City Property Owners for Fiscal Year 2017/2018.** Kautzman motioned to approve the resolution. Zent seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2144: Establishing Wages of Non-Union Employees for Fiscal Year 2017/2018.** Krebs motioned to approve the resolution. Zent seconded. On a voice vote the motion was unanimously approved.

**Resolution NO. 2145: Determining Lands Owned By the City of Hardin as Lands Held for Investment.** Greer motioned to approve the resolution. Kautzman seconded. On a voice vote the motion was unanimously approved.

**Ordinance No. 2017-07: Prohibiting Littering.** Krebs made a motion to approve the first reading of the ordinance. Greer seconded. On a voice vote the motion was unanimously approved.

**ANNOUNCEMENTS:**

Mayor Lane announced City offices will be closed Friday, November 10<sup>th</sup> in Honor of Veterans Day.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:13 p.m.

*Jack Lane*  
\_\_\_\_\_  
Jack Lane, Mayor

**ATTEST:**  
*Michelle Dyckman*  
\_\_\_\_\_  
Michelle Dyckman, Finance Officer/City Clerk



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

**COUNCIL MEETING:** The Regular Council Meeting for November 21, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

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

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the October 7, 2017 Council meeting. Motion seconded by Kepp. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney conveyed that it would have been nice to have clarification on the last meeting agenda that the superintendent had resigned. Also, he expressed that it is ridiculous for the handful of people that have medical marijuana cards to have to go out of town.

Bill Hodges, with Big Horn Hospital Association, reported the hospital recently held Operation Shakeout. This is when the hospital tested an emergency scenario with the school and County. Hodges reported there will be a coalition meeting January 8, 2018 which he extended an invitation to the City to participate.

Laurie Tschetter reported she submitted a letter to Council for garbage pick-ups at Grandview Campground. She noted that her letter was placed under communication and not on the agenda, so there will not be anything done again. She asked why dump empty cans. Greer asked if she had addressed the issue during budgeting. Tschetter responded this is the first time she has submitted her request in writing. Knudsen reported this is a decision for the Public Works Director, and a request for a review can only be done once a year. Greer suggested to refer the issue to the Landfill Committee. He also noted it would be a health issue for trash to only be picked up once a month.

**COMMUNICATIONS:**

Mayor Lane reported on the election results and that Mayor-Elect Joe Purcell was present, Montana State University Government Center will be holding an online training for elected officials, and Tschetter discussed her letter regarding garbage service during public comment.

**MAYOR:**

Mayor Lane reported he has two meetings left and he also assured a smooth transition for the City.

**OLD BUSINESS:**

Mayor Lane reported this will be the last meeting for Public Works Superintendent Dill as he has accepted a similar position in Alaska. He extended a thank you to Dill for all the hard work he has done.

Knudsen requested guidance from Council in drafting an agreement proposal to submit to the Hospital Association for the land transfer of the ice skating rink. Specific terms regarding sprinklers, power lines to the gazebo, moving waters lines, etc. will need to be part of the agreement. It was suggested the Parks Committee meet and work with the City Attorney and the Hospital Association. A Parks Committee meeting was scheduled for Tuesday, December 5, 2017 at 6:00 p.m.

**NEW BUSINESS:**

Knudsen reported the Landfill agreement has been accepted by Northern Cheyenne. There is an increase in the tonnage for the annual ton limit from the previous contract. The new rate will be \$41.25 a ton. Krebs motioned to approve the agreement. Kautzman seconded. On a voice vote, the motion was unanimously approved.

Mayor Lane reported the City-County Planning Board submitted a recommendation for approval of the request by Steve Gross for a variance to put a roof over a deck. Kautzman motioned to approve the variance. Krebs seconded. On a voice vote, the motion was unanimously approved.

Mayor Lane reported the appointment of Jim Eshelman to the Hardin City-County Planning Board (CCPB) expires December 31, 2017. He re-appointed Eshelman to fill the two-year term. Greer motioned for approval. Zent seconded. On a voice vote, the motion was unanimously approved.

Mayor Lane reported the appointment of Karen Molina to the CCPB expires December 31, 2017. Molina is interested in serving again. Greer motioned for approval. Zent seconded. On a voice vote, the motion was approved. (5/0 Molina recused)

Mayor Lane reported the CCPB has requested for an appointment of someone to fill Dill's position that expires December 31, 2018. Kepp, Kautzman, and Greer agreed to wait until the Public Works Superintendent position is filled before making a recommendation.

Council agreed to hold the swearing in of the Mayor-Elect and re-elected Aldermen at the end of the December 19<sup>th</sup> Council meeting.

**STAFF REPORTS:**

**Public Works:** N/A

**Finance:**

Dyckman reviewed and requested approval of the Fiscal Year 2017 Assets report. Kautzman motioned for approval. Greer seconded. On a voice vote, the motion was unanimously approved.

Dyckman provided comparison information on taxes and assessments from 2016 to 2017 using an example of \$100,000 home.

**Legal:** N/A

**Economic Development:**

Mayor Lane reported Love's Travel Stop will be open on Thanksgiving and Christmas.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported the Superintendent of Public Works position was advertised internally and there was an application submitted. He requested for Council to be part of the interview and selection process. Knudsen recommended to extend to the applicant the right to waive the City Personnel Policy rule and the option have an open or closed interview. Kepp motioned to waive the Personnel Policy rule of the interview committee to consist of at least three people but no more than five to include the Mayor and all members of Council. Zent seconded. On a voice vote, the motion was unanimously approved. A Personnel Committee meeting was scheduled for Tuesday, December 19<sup>th</sup> at 6:00 p.m. to interview the applicant.

**Sewer & Water:** N/A

**Law Enforcement:** N/A

**Streets & Alleys:**

Kepp asked Dill if the 4<sup>th</sup> Street Storm Drain Project was near completion. Dill reported they will need a couple of days to prep for the asphalt. It may be poured mid next week.

**Parks & Playgrounds:**

Krebs reported there was a committee meeting scheduled for December 5<sup>th</sup> at 6:00 p.m. to discuss the ice rink park land transfer to the hospital.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
October, 2017	22551, 22562 - 22566 22568	\$ 10,578.59
November, 2017	22552 – 22561, 22567	\$ 62,885.49
<b>Claims Total (Expenditures)</b>		<b>\$ 73,464.08</b>
<b>October, 2017 Payroll</b>		<b>\$ 139,354.21</b>
<b>TOTAL Submitted</b>		<b>\$ 212,818.29</b>

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

**Resolutions & Ordinances:**

Molina reported the committee met earlier and were in agreement for the distance clarification to be measured from the two closest points between the two properties for medical marijuana dispensaries. The City Attorney will prepare a draft.

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**Resolution NO. 2146: Approving Guidelines for Hardin City Ordinance Title 6, Chapter 3, Public Drinking.** Krebs motioned for approval with correction of a typo in 8.a. of the resolution. Molina seconded. On a voice vote the motion was unanimously approved.

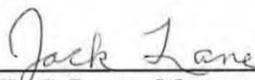
**Resolution NO. 2147: Approving the Appointment of Associate Judge of the Hardin City Court and Establishing Wage of Associate Judge.** Greer motioned for approval. Krebs seconded. On a voice vote the motion was unanimously approved.

**Ordinance No. 2017-07: Prohibiting Littering.** Kautzman made a motion to approve the second reading of the ordinance. Krebs seconded. On a voice vote the motion was unanimously approved.

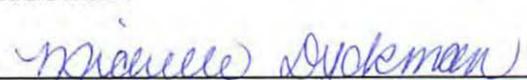
**ANNOUNCEMENTS:**

Mayor Lane announced City offices will be closed Thursday, November 23<sup>rd</sup> for Thanksgiving.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:26 p.m.

  
 \_\_\_\_\_  
 Jack Lane, Mayor



**ATTEST:**  
  
 \_\_\_\_\_  
 Michelle Dyckman, Finance Officer/City Clerk

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

**COUNCIL MEETING:** The Regular Council Meeting for December 5, 2017 was called to order at 8:05 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

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

**MINUTES OF THE PREVIOUS MEETINGS:** Kautzman made the motion to approve minutes as written for the November 21, 2017 Council and Committee meetings. Motion seconded by Greer. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Joseph Funke expressed his concern for racism in the area. He reported doing work in town and his client refused to pay him the full amount of the job, and he was also harassed and slandered by the client. He noted that as a citizen he will not accept racism in this town. He would also like to see the intoxicated removed from the street, the pool to be open more, and he would like for the future of the kids to be a priority.

Cory Kenney conveyed that although the minutes for the City-County Planning Board (CCPB) are in the agenda packet, it is hard for the public to know what is on their agenda and he would like to see the notice of their meetings posted on the City website. Also, he asked if other mobile home parks were given the same concession as Sunset Village in reducing the Street Maintenance and Lighting District fees. Kenney reported it was nice to see the asphalt reclamation that was done at 4<sup>th</sup> Street, but there is a dip the full length of the project area.

Laurie Tschetter answered Kenney noting she has not received any concession on Lighting District fees. She suggested to create a study for a skate park and noted Northwestern Energy has done projects in other towns, so they may have something available. She feels that the old Boys and Girls Ranch on 3<sup>rd</sup> Street would be a good location as the gate could be locked at a certain time.

**COMMUNICATIONS:**

The City received the City-County Planning Board minutes for the November 13<sup>th</sup> Public Hearings and regular meeting.

Mayor Lane announced the U.S. Department of Interior National Park Service will have a public meeting online on December 14<sup>th</sup> from 2:00 p.m. – 4:00 p.m. MST to discuss the planning effort for the General Management Plan Amendment/Environmental Assessment for Little Bighorn Battlefield National Monument.

**MAYOR:**

Mayor Lane reported he is expecting to participate in the National Park Service public meeting.

**OLD BUSINESS:**

Dyckman reported RCI was not able to fulfill the Waste Water Treatment Plant Cistern Project. Springline has communicated they will honor their previously submitted bid of \$7,500. Krebs motioned to approve the bid of \$7,500 for the project. Kepp seconded. On a voice vote, the motion was unanimously approved.

**NEW BUSINESS:**

Mayor Lane reported a memorandum was received from Montana Municipal Interlocal Authority (MMIA) notifying there was a vacancy on the MMIA Board of Directors. Mayor-

Elect Joe Purcell reported he submitted a letter of intent for the vacant seat. Mayor Lane commended Purcell.

Knudsen provided information on the Sunset Village settlement. Zent motioned to approve the reimbursement amount of \$8,102.42 for the settlement. Kepp seconded. On a voice vote, the motion was unanimously approved.

Mayor Lane noted the Council Committee Appointments for 2018 will be submitted to Mayor-Elect Purcell to make the appointments when he takes office.

**STAFF REPORTS:**

**Public Works: N/A**

**Finance:**

Discussion began regarding the 4<sup>th</sup> Street Storm Drain Project and the observation that had been voiced by Kenney in Public Comment. Mayor Lane reported Dill noted the asphalt issue would be addressed by Springline in the spring of 2018. Kautzman requested for Dyckman to hold a retainage until the work is complete.

Dyckman requested approval of the Little Horn State Bank Pledge substitution. Krebs motioned for approval. Molina seconded. On a voice vote the motion was unanimously approved.

Dyckman provided information of applications submitted to the Coal Board. The Landfill compactor contract was signed June 14, 2017 and the City will be reimbursed upon document submission. There is an award, but no contract for the Terry Avenue Project at this time. There were not any awards made at the September Coal Board meeting and there is another meeting scheduled for December 21<sup>st</sup>.

**Legal:**

Knudsen reported he is drafting an ordinance clarifying how the distance of 300 feet from a residential area will be measured for a Medical Marijuana business.

Knudsen reported the Hardin Volunteer Fire Department is submitting the required paperwork to the State to regain their Corporate Status.

**Economic Development:**

Mayor Lane reported there is not any new information on the Detention Center.

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy: N/A**

**Sewer & Water: N/A**

**Law Enforcement: N/A**

**Streets & Alleys:**

Kautzman noted a retainage will be held on the payment for the 4<sup>th</sup> Street Storm Drain Project.

**Parks & Playgrounds:**

Krebs reported another committee meeting should be scheduled after the discussion of tonight's earlier committee meeting regarding the land transfer and skate park. The next meeting was scheduled for January 2, 2018 at 6:00 p.m.

Krebs noted he is looking into an ADA (American's with Disabilities Act) compliance grant for making the parks ADA accessible. He has been working with Kelly Lynch and there is a grant match with a maximum of \$10,000.

**Finance/Landfill:**

Greer made a motion to approve the claims as amended for the retainage withheld:

	CLAIM No.	Monthly Total	Amendment
November, 2017	22569 - 22609		
	22635 - 22639	\$ 145,671.87	\$ 141,722.49
December, 2017	22610 - 22634	\$ 3,208.00	
<b>Claims Total (Expenditures)</b>		<b>\$ 148,879.87</b>	<b>\$ 144,930.49</b>
<b>November, 2017 Payroll</b>		<b>\$ 131,048.72</b>	
<b>TOTAL Submitted</b>		<b>\$ 279,928.59</b>	<b>\$ 275,979.21</b>

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

Greer reported on the landfill committee meeting noting more study would need to be done on how collection fees and usage standards could be set. He also reported the committee was in agreement with the beginning rate for Allied to start at \$39 per ton with a 3% increase over the next 5 years. Knudsen requested to table the contract until December 19<sup>th</sup>.

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

**ANNOUNCEMENTS:**

Mayor Lane reported the Public Works Superintendent Interview will be conducted December 19, 2017 at 6:30 p.m. The swearing in of the Mayor and Alderman will be done at the end of the December 19<sup>th</sup> Council Meeting, effective January 1, 2018. The Coal Board Meeting is scheduled for December 21<sup>st</sup> in Billings, and the City Christmas Party will be held Monday, December 11<sup>th</sup> at 6:30 p.m.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 9:03 p.m.

Jack Lane  
 Jack Lane, Mayor

**ATTEST:**

Michelle Dyckman  
 Michelle Dyckman, Finance Officer/City Clerk



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

**COUNCIL MEETING:** The Regular Council Meeting for December 19, 2017 was called to order at 7:30 p.m. with Mayor Jack Lane presiding by reciting the Pledge of Allegiance.

The following Aldermen were present: Karen Molina, Clayton Greer, Kenny Kepp, Harry Kautzman, Darren Zent, and Jeremy Krebs.

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

**MINUTES OF THE PREVIOUS MEETINGS:** Greer made the motion to approve minutes as written for the December 5, 2017 Council and Committee meetings. Motion seconded by Kautzman. On a voice vote the motion was unanimously approved.

**PUBLIC COMMENT:**

Cory Kenney asked if there was any conclusion from the interview for the Public Works position. It was noted it will be discussed during committee reports.

**COMMUNICATIONS:**

The City received training opportunity information from Montana Municipal Interlocal Authority (MMIA).

A letter was received from the Montana Department of Revenue providing information on the department's Property Assessment Division.

**MAYOR:**

Mayor Lane reported this will be his last official meeting and Joe Purcell will take office as Mayor effective January 1<sup>st</sup>. The Oaths of Office will be given at the end of tonight's meeting.

**OLD BUSINESS:**

Knudsen reviewed the contract proposal with Allied Waste. The agreement proposes \$39 a ton with a 3% increase each year over for a period of five years. Kepp motioned to approve the contract. Zent seconded. On a voice vote the motion was approved. 5/1 (Kautzman dissent).

Bud Strizich, Project Manager of Springline Construction, asked Council to reconsider the 5% retainage that was held for the 4<sup>th</sup> Street Storm Drain Project. Kautzman reported the asphalt has sunk in the middle. Strizich noted the project turned out well considering what they had to work with. There is a one year implied warranty by state law. Kepp motioned for approval. Zent seconded. On a voice vote the motion was approved 5/1 (Kautzman dissent).

**NEW BUSINESS:**

Dyckman requested approval to write off an outstanding water/sewer bill from 2006 in the amount of \$137.74 and a Landfill bill from 2008 in the amount of \$2500. Dyckman suggested to have a deposit on file for Landfill accounts. Council was in favor of looking into the suggestion. Kepp motioned to approve the requests for the write offs. Molina seconded. On a voice vote the motion was unanimously approved.

Jamie Redger, of Springlane Construction, reviewed a project proposal for a sanitary sewer connection at the homesite of Kevin Cain. The property is not in the City limits. The ground water level is too high so there is not an option to do a standard sanitary sewer. He requested a permit from the City to attach to the current main sanitary sewer system that services the Big Horn Valley Mennonite Church and School. Knudsen noted the property may need to be annexed into the City and he also added State law reports it is not fair to provide services outside of City limits without annexation. He recommended the request to be examined by the Public Works Director or equivalent before moving forward.

**STAFF REPORTS:**

**Public Works: N/A**

**Finance:**

Dyckman reported the claims have been calculated to reflect the release of the 5% retainage to Springline Construction.

**Legal: N/A**

**Economic Development: N/A**

**COMMITTEE REPORTS:**

**Personnel Policy/City Policy:**

Mayor Lane reported Michael Hurff Jr. was interviewed for the Public Works Superintendent position. Council concluded they would like to advertise the position to expand the applicant pool and Hurff's application will be included.

**Sewer & Water:**

The cistern had been installed at the Waste Water Treatment Plant.

**Law Enforcement: N/A**

**Streets & Alleys: N/A**

**Parks & Playgrounds:**

Krebs announced there is a meeting scheduled January 2, 2018 at 6:00 p.m. to continue the negotiation process of the land transfer. Also, he wanted to clarify an article in The Original Briefs regarding the negotiation and donation of the park land. He had initially raised concern about the wording on the ballot for the donation of the park land. The vote gave the okay to proceed with the donation and negotiations.

**Finance/Landfill:**

Greer made a motion to approve the claims:

	CLAIM No.	Monthly Total
November, 2017	22640 - 22642 22644 - 22651 22654, 22661 - 22666	\$ 140,177.03
December, 2017	22643, 22652 - 22660 22667 - 22670	\$ 165,316.78
Transfer funds	CL 22666	\$ (111,600.62)
<b>Claims Total (Expenditures)</b>		<b>\$ 193,893.19</b>
<b>TOTAL Submitted</b>		<b>\$ 193,893.19</b>

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

**Resolutions & Ordinances:**

**SPECIAL COMMITTEES:**

**RESOLUTIONS & ORDINANCES:**

Kautzman motioned to approve Resolution NO. 2148 – Authority to Sign for Bank Accounts. Zent seconded. On a voice vote the motion was unanimously approved.

Dyckman reported two more Liquor licenses have been received. Krebs motioned to approve Resolution NO. 2149 – Approving Applications for License to Serve Beer, Beer and Wine, and/or Liquor. Molina seconded. On a voice vote the motion was unanimously approved.

Krebs motioned to approve Ordinance NO. 2017-09 – Amending Finance Officer Duties. Zent seconded. On a voice vote the motion was unanimously approved.

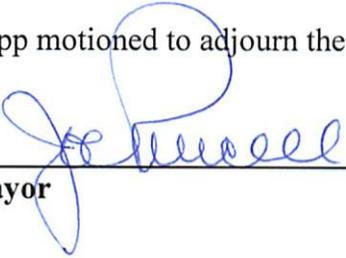
Molina motioned to approve Ordinance NO. 2017-10 – Medical Marijuana Dispensaries – Restrictions on Distance. Zent seconded. On a voice vote the motion was approved 5/1 (Greer dissent).

Mayor Lane performed the Oaths of Office for Mayor – Elect Joseph Purcell, Alderman Clayton Greer, Alderman Harry Kautzman, and Alderman Karen Molina.

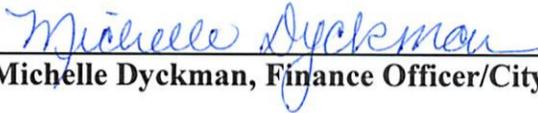
**ANNOUNCEMENTS:**

Mayor Lane reported the Coal Board Meeting will be held December 21, 2017 in Billings. City offices will be closed Monday, December 25<sup>th</sup> and Monday, January 1<sup>st</sup>. A Parks Committee Meeting is scheduled for Tuesday, January 2<sup>nd</sup> at 6:00 p.m.

Kepp motioned to adjourn the meeting. Greer seconded. The meeting adjourned at 8:13 p.m.

  
\_\_\_\_\_  
**Mayor**

**ATTEST:**

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

