

January 6, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Gordon Oelkers, Greg Hennessy, Robert Jasper, Steve Moore (entered meeting at 7:45 p.m.) and Raedelle Aspenlieder. Absent: Bernie W. Finnicum. Guests: Audrey Stromberg, Ken Forbregd and Steve Hampton.

Paul S. Finnicum made a motion to approve the agenda with the additions. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and W. Bruce Houle. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Jack Scotson made a motion to approve the 11-4-02, 12-2-02 and 12-18-02 minutes. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson, W. Bruce Houle and Paul S. Finnicum. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

W. Bruce Houle made a motion to approve the 10-31-02 and 11-30-02 Treasurer Reports. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Paul S. Finnicum and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Hospital. Audrey Stromberg and Ken Forbregd represented Roosevelt Memorial Medical Center. Audrey said the hospital is struggling and the numbers being served is declining. Roosevelt Memorial Medical Center is wondering what level of service they should provide.

Audrey wondered what was being done in the area of economic development since the town hired Dixie full-time. She said there should be more effort to bring non-agricultural jobs to Culbertson to stabilize our area with the agricultural highs and lows.

The hospital has a no interest debt of \$645,000. There was discussion about marketing, joint marketing efforts and marketing the web site. There was a suggestion that the community should be involved in economic development. Audrey would like to see an article in the newspaper once a month from Dixie on economic development issues. Bruce suggested the hospital come back in a month with an update. January 28th at 7:00 p.m. is the next hospital board meeting.

Airport. Steve Hampton was interested in the airport lease. There was discussion of the county fair utilizing the airport building for the restrooms if some improvements were made.

Paul S. Finnicum made a motion to approve the 5 year airport lease. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and W. Bruce Houle. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Swimming Pool Improvements. No new news.

Broadway Floral Property. The committee for the multi-use/library building met on December 17th. The town office is to be the lead in keeping the project on track and organized.

Loacal TV Station. No new news.

Flood Mitigation. No new news, nothing from Mike Carlson.

Park Canopy. Construction on the park canopy will begin in April, weather permitting.

January 6, 2003 cont.

Drainage on Broadway Avenue. Town wrote another letter to the MT Dept. of Transportation in December concerning the drainage problem on Broadway Ave.

Fire & Emergency System Siren. Robert Jasper will gather information on a Fire & Emergency System Siren.

Jake Brake Request. Bill Juve with the MT Dept. of Transportation met with the county commissioners to explain that they need to pass an ordinance prior to the state signing the no jake brake requested by the town.

Mintues, Ordinances & Resolutions on CD-ROM. No new news.

Town Code 4.06.030 Application For Water Service. Paul S. Finnicum made a motion for the town to be responsible for exposing the main lines. The motion died for lack of a second.

W. Bruce Houle made a motion that all exposing of main lines be done by a licensed contractor with coverage insurance of \$1,000,000 (1 million) minimum plus workers' compensation insurance. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Jack Scotson and Paul S. Finnicum. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED. Paul S. Finnicum made a motion not to allow a direct tap off a line greater than 8". W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Culbertson Community Development Corp. There was discussion about setting up a Federal ID # and 501 C-3 for the Culbertson Community Development Corp. or a Library Foundation or both. The council needs more information. Attorney Greg Hennessy will research this. Jack Scotson will talk to an individual in Sidney on this subject.

Hillside Cemetery. Joyce Norris requested a deed transfer for a block in Hillside Cemetery from L. Schow to Joyce Norris and Tim Boyd. Attorney Hennessy said this is just a re-conveyance.

Lots by Gravel Yard. All necessary paperwork has been done for the lots by the gravel yard. The deeds are being filed.

Street Sweeper. There has been no information on old street sweeper.

Airport Roof. Work may be in progress on the airport roof.

Street Repairs and Chip seal SID #11 Portion. Town should put out bids for street repairs and chip seal SID #11 portion of town in March. This will be on the March meeting agenda.

Justice Court Clerk. Paul S. Finnicum made a motion to hire Carol Christoffersen as Justice Court Clerk for 2 hours/month at \$10.00/hour. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Eastern Plains R C & D. Paul S. Finnicum made a motion to appoint Dixie Berwick as the Town of Culbertson Representative on the R C & D Council. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

January 6, 2003 cont.

Copy Machine Maintenance. Paul S. Finnicum made a motion to approve the copy machine maintenance agreement for \$267.50/year. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and W. Bruce Houle. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Dry Prairie Rural Water. Mayor Gordon Oelkers will attend the January 9th regular meeting of Dry Prairie Rural Water in Poplar.

Red Pick-Up. Jack Scotson made a motion to advertise the red pick-up for bid. Bids will be opened on February 3, 2003 at the regular council meeting.

Library. Robert Jasper and Steve Moore will install a railing on the library steps.

GJV's. General journal vouchers #58, 59, 60 and 61 were approved and signed.

Goals for 2003. The council set 5 goals for 2003: 1.) new county multi-use building/library, 2.) local Montana TV Station, 3.) secure Dry Prairie Rural Water Office in Culbertson, 4.) Improve signing to town parks and 5.) marketing our town and businesses.

Montana Rural Water. Paul S. Finnicum made a motion to approve of Steve attending the Montana Rural Water Conference in Great Falls February 19 - 21. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
MDU	32.67	MDU	873.16
Raedelle Aspenlieder	1773.65	Postmaster	87.40
A T & T	34.93	Dixie Berwick	1328.79
Bruce Waldhausen	135.00	Robert Jasper	2159.87
The City Line	589.44	Steven Moore	1868.64
Culbertson State Agency	80.00	Cellular One	47.02
Eastern Plains R C & D	100.00	The City Line	57.17
First Community Bank	520.14	Dept. of Public Health	16.50
Gaffaney's	348.97	EZ Computers	442.00
Hometown Market	39.23	Finnicum's	111.43
IIMC	75.00	First Community Bank	1532.88
Modern Aire Flight Service	145.00	Gaffaney's	476.55
Dept. of Revenue	84.31	Hawkins Water Treatment	94.50
MDU	384.22	Miller Oil Co.	462.13
Nemont Telephone	171.52	Dept. of Revenue	254.54
PERS	323.38	MDU	21.09
The Searchlight	14.60	Nemont Telephone	47.28
Finnicum's	54.91	Northwest Pipe Fittings	8.04
Gaffaney's	239.00	Northwest Pipe Fittings	118.37
Hometown Market	21.02	Oelkers Servicercenter	304.13
MMIA	167.21	PERS	971.54
Roos. Co. Treasurer	5.00	Reiter Ind. Inc.	85.00
TOTAL	\$5,339.20	Sheridan Electric Co-Op	15.00
		Utilities Underground	6.20

January 6, 2003 cont.

Special Funds:

MDU	988.26
Paul & Lynne Finnicum	5000.00
David & Tara Nickoloff	1000.00
Jeffrey Nickoloff	1000.00
Mathew Nickoloff	1000.00
Michael & Wendy Nickoloff	1000.00
Theresa Nickoloff & Jeff Michel	1000.00
Betty Schroeder	110.82
Robert Jasper	44.08
Cactus Concrete Products	434.14
The City Line	242.49
Culbertson Pharmacy	8.77
Finnicum's	270.12
First Community Bank	30.28
Hedahls	13.26
Karen Baxter	32.75
Miller Oil Co.	15.59
Dept. of Revenue	1.95
MDU	32.14
MDU	15.29
Oelkers Servicenter	133.03
Porter Bros. Corp.	66.58
PERS	7.88
Real Simple	19.95
Roos. Co. Sheriff Dept	916.66
Self	16.00
Traveler	9.99
Finnicum's	156.16
MT Dept of Revenue	.90
MMIA	40.76
TOTAL	<u>\$13,607.85</u>

Enterprise Funds cont.:

Williston Landfill	1399.85
Williston Tire & Auto	165.00
Finnicum's	13.93
Kohler Communications	28.00
Modern Machine Works	242.36
MT Dept of Revenue	9.16
MMIA	803.22
MDU	981.70
USA Blue Book	60.28
TOTAL	<u>\$15,092.73</u>

Other Funds:

Fire Relief Assn.	652.00
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Meeting adjourned at 10:10 p.m.

Raedelle Aspenlieder
Clerk

[Signature]
Mayor

February 3, 2003. The Culbertson Town Council met in regular session with the following present: Gordon Oelkers, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Greg Hennessy, Robert Jasper and Dixie Berwick. Absent: Jack Scotson and Raedelle Aspenlieder. Guests: Teresa Moore and Kenny Forbregd.

W. Bruce Houle made a motion to approve the agenda with the additions. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Bernie W. Finnicum, and W. Bruce Houle. Absent and not voting: Jack Scotson. MOTION CARRIED

W. Bruce Houle made a motion to approve the 1-6-03 minutes. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Bernie W. Finnicum, W. Bruce Houle. Absent and not voting: Jack Scotson. MOTION CARRIED.

February 3, 2003 cont.

W. Bruce Houle made a motion to approve 12-31-02 Treasurers Report. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Swimming Pool Improvements. No new news.

Broadway Floral Property. Mailed query letters to 15 different foundations.

Local TV Station. Tower approved.

Flood Mitigation. There was discussion that maybe the Roosevelt County Pre-Disaster Hazard Mitigation Plan may be an avenue to pursue this. Having already done the watershed project, Bob is working on a new siren system information and the culverts by the Saddle Club are being replaced. Mike Carlson took the project off the list for EPRC & D projects.

Park Canopy. No new news.

Drainage on Broadway Ave. No new news.

Fire & Emergency Siren System. Bob had information from only one company. The council wanted to wait for information from both companies.

Jake Brake Request. No new news.

Minutes, Ordinance, Resolutions on CD-Rom. No new news.

Old Street Sweeper. Medicine Lake is interested, but will wait until spring to come & look at it.

Street Repairs & Chip seal SID #11 Portion. Invite Don Loomer to the March Meeting.

Dry Prairie Rural Water. Gordon reported that the January 9th meeting was very interesting, they have a lot going on. DPRW & USDA office are both hiring 1 person each.

Building Permits. A building permit for Mark Nelson was approved and signed.

Ordinance No. 196. An ordinance amending Town Code 4.06.030 (4) water contractor license, insurance and scope of work. Gordon signed the ordinance. Paul S. Finnicum made a motion to sign the Ordinance No. 196. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, W. Bruce Houle and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Paul S. Finnicum made a motion to amend the agenda to show this was the 2nd reading. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Bernie W. Finnicum and W. Bruce Houle. Absent and not voting: Jack Scotson. MOTION CARRIED.

Pool Manager. Paul S. Finnicum made the motion to advertise for swimming pool manager with applications due by 5:00 P.M. March 3, 2003. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

February 3, 2003 cont.

501C 3 & Federal ID #. W. Bruce Houle made the motion to get both 501C 3 and the Federal ID #. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, W. Bruce Houle and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Greg will get more information on starting a foundation for the library.

Teresa Moore requested support to have the cottonwood tree stump in the Brugger Centennial Park be carved into a grizzle bear. This would be our drawing to the people coming through during the Lewis & Clark celebration. He was killed between the bridge south of town and the Little Muddy. This is a good idea. Teresa will get more information on costs and Dixie will check on grants. This will be on the agenda for the March meeting.

Kenny Forbregd reported that the Montana Hospital Assoc. will be holding a Strategic Planning Meeting on Febraury 25, 2003. He is asking community leaders to attend. Paul S. Finnicum made the motion for Gordon & Dixie to attend the meeting. W. Bernie Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

81 Ford Pick-up Bids. There were four bids turned in: G & P Auto- \$265.00, Manford Rasmussen-\$311.00, Arnold Thomsen-\$501.00 and Dick Rumsey-\$510.00. Paul S. Finnicum made the motion to accept the high bid of \$510.00 by Dick Rumsey. W. Bruce Houle seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

GJV. General Journal Vouchers #62 & #63 were approved and signed.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Roos. Co. Clerk & Recorder	48.00	Montana Rural Water Systems	155.00
AT&T	39.65	Williston Landfill	86.70
BL Construction	779.00	Postmaster	89.24
Bruce Waldhausen	135.00	Cellular One	47.02
Carol Christoffersen	17.09	Dept. of Environ. Quality	724.00
Dixie Berwick	37.01	Dept. of Public Health	16.50
Gaffaney's of Williston	320.80	& Human Services	
Heiman Fire Equip.	840.10	EZ Computers	48.75
Kohler Communications	502.50	Hawkins Water Treatment	174.50
MDU	5.43	Industrial Systems Inc.	530.45
Roos. Co. Treasurer	52.03	Inerstate Companies	71.96
Raedelle Aspenlieder	1774.65	Ken's Refrigeration	63.70
City Line	749.15	Kohler Communications	16.25
First Community Bank	522.20	Porter Bros. Corp.	70.56
Hennessy Law Office	4299.90	Steven Moore	1835.18
J.P. Cooke Co.	37.41	Utilities Underground	2.48
Modern Aire Flight Serv.	335.14	Dixie Berwick	1364.43
MT. Dept. of Revenue	84.31	Robert Jasper	2229.68
MDU	439.59	Farm Plan	45.29
MDU	33.37	City Line	76.88
Nemont Telephone	171.45	First Community Bank	1578.20
PERS	326.12	Miller Oil Co.	68.58
Roos. Co. Treasurer	10.00	MT Dept. of Revenue	257.62
TOTAL	11559.90	MDU	21.50

February 3, 2003 cont.

Special Funds:

MDU	988.26
Barnes & Noble, Inc.	367.68
Betty Schroeder	110.82
Karen Baxter	29.27
Roos. Co. Sheriff Dept.	916.66
Steven Moore	56.75
Robert Jasper	45.50
City Line	315.43
Farm Plan	7.14
First Community Bank	48.28
Miller Oil Co.	4.25
MT Dept. of Revenue	4.97
MDU	32.69
MDU	199.30
MDU	15.09
Oelkers Servicenter	145.46
PERS	18.65
TOTAL	3306.20

Enterprise Funds Cont.:

MDU	759.53
MDU	706.64
Nemont Telephone	47.28
Oelkers Servicenter	271.80
PERS	987.90
Sheridan Electric	15.00
Williston Landfill	861.30
TOTAL	13223.92

Meeting adjourned at 8:30 p.m.

Raedelle Aspenlieder
Clerk

Salva Oelker
Mayor

Monday, February 10, 2003 SPECIAL MEETING.

The Culbertson Town Council met in a special session on Monday, February 10, 2003 at 8:00 a.m. The following were present: Paul S. Finnicum, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper, Dixie Berwick and Raedelle Aspenlieder. Absent: Jack Scotson and W. Bruce Houle.

Chief Water & Sewer Plant Operator Vacancy.

Steve Moore has been activated with the National Guards. He could be gone up to a year. Council discussed the Chief Water & Sewer Plant Operator vacancy. Steve is our only fully certified operator.

Paul S. Finnicum made a motion to advertise the position of Chief Water & Sewer Plant Operator as a full-time, temporary position. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Paul S. Finnicum and Bernie W. Finnicum. Absent and not voting: Jack Scotson and W. Bruce Houle.

MOTION CARRIED. Starting wage will be dependent on experience and employment will start immediately. All applications are due by 5:00 p.m. on Monday, March 3, 2003.

Council said to advertise the free dog licence as in the past.

Meeting adjourned at 8:20 a.m.

Raedelle Aspenlieder
Clerk

Salva Oelker
Mayor

February 18, 2003 SPECIAL MEETING.

The Culbertson Town Council met in a special session on Tuesday, February 18, 2003 at 8:00 a.m. The following were present: Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper and Raedelle Aspenlieder. Absent: Paul S. Finnicum.

Shelly Nolan with Montana Rural Water had been here the week before to discuss the possibility of Doug Portra from Froid water system helping us in Culbertson.

Clerk will draft a job description for a temporary certified water and sewer plant operator for an as needed basis.

Jack Scotson made a motion to hire Doug Portra at \$11.50/hour and prorate the insurance benefit. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Jack Scotson, Bernie W. Finnicum and W. Bruce Houle. Absent and not voting: Paul S. Finnicum. MOTION CARRIED. Town of Culbertson will pay any additional test fees that are required for Doug to take to operate the Culbertson system.

Jack Scotson made a motion to sign the agreement with Kadrmas, Lee & Jackson for the chip/seal project for the SID #11 portion of town. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Jack Scotson, Bernie W. Finnicum and W. Bruce Houle. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Meeting adjourned at 8:20 a.m.


Clerk


Mayor

March 3, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Jack Scotson arrived at 7:45 p.m. Guests: Don Loomer, Ken & Norma Youngquist, Jim Baldwin, Robert Nikolaisen, Mickey McCall and Rick Knick.

Paul S. Finnicum made a motion to approve the agenda with the additions. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

W. Bruce Houle made a motion to approve the Feb. 3rd, 10th and 18th, 2003 minutes and Jan. 31, 2003 Treasurer Report. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Paul S. Finnicum and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Chip/Seal SID #11 Portion of Town. Don Loomer with Kadrmas, Lee & Jackson discussed the chip/seal project for SID #11 portion of town. The project will be bid out in April with bid opening on May 5, 2003. Project completion will be the end of August. Bids will be specified by use of ton of materials not by the square foot.

Dry Prairie Rural Water. Town council, Don Loomer and Rick Knick discussed the point of tap for Dry Prairie Rural Water. Also discussed, but not shown on the map at the meeting was the need for a vault, pressure valve and pressure sensor. Rick Knick gave the council a brief update of pre-construction activities completed and activities in process.

Local TV Station. Town finally received the Federal Communications Commission Low Power Television/Television Translator Broadcast Station Construction Permit - call sign K34GX - channel 34. This will be for Q2 a CBS station out of Billings.

Poplar recently received approval for a construction permit, this will allow them to go to full power now. So if Culbertson goes with a 100 watt translator - Plentywood will be able to receive the signal from Poplar or Culbertson.

Paul S. Finnicum made a motion to approve the purchase of the 100 watt translator, full directional antenna, receiving antenna, pre-amplifier, poles, surge protectors, miscellaneous hardware and some labor - approximate cost \$23,690.00. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED. Ken Youngquist will order the equipment which will take 3 - 4 weeks and requires 40% down.

The town will work with Mallard Cablevision to get channel 34 in the cable television system. Once the equipment has been installed, residents will be able to pick it up with a UHF home antenna.

Senior Citizens. Jim Baldwin represented the Senior Citizens and expressed the need for an additional dishwasher in the center. He asked if the council would be interested in a 3-way split in the cost of the dishwasher - approximate cost to the town \$167.00.

Paul S. Finnicum made a motion to pay 1/3 cost of the dishwasher. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Swimming Pool Improvements. No new news.

March 3, 2003 cont.

Broadway Floral Property. No new news.

Flood Mitigation - Disaster Mitigation Plan. W. Bruce Houle, Robert Jasper and Dixie Berwick attended the Disaster Mitigation Plan Public Meeting. The Pre-Disaster Mitigation Plans will conform with the Federal Disaster Mitigation Act of 2000. Pre-Disaster Mitigation Plans are being developed to qualify for federal funds available through FEMA to reduce the loss of life and property, human suffering, economic disruption, and disaster assistance costs resulting from natural and technological disasters. Culbertson needs to compile a Critical Facilities Worksheet and a Historical Disaster Worksheet.

Jack Scotson made a motion to call a Special Public Meeting for Monday, March 10th at 7:00 p.m. to involve the public in compiling the Critical Facilities Worksheet and Historical Disaster Worksheet. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Park Canopy. Project will move forward when weather permits.

Drainage on Broadway Ave. No new news.

Fire & Emergency System Siren. Dan Seitsema, Roosevelt County Disaster and Emergency Services is working on a county-wide fire and emergency system siren. Bob shared siren information from 2 sources. More work needs to be done on this.

Jake Brake. Clerk will write the County Commissioners another letter about the original jake brake request.

Minutes, Ordinances & Resolutions on CD ROM. No new news.

Street Sweeper. Town received a call from a town in Idaho inquiring about our old street sweeper. They saw the ad on the Montana Rural Water website.

Building Permit. A building permit for Steve Anders was approved and signed.

Pool Manager. Jack Scotson made a motion to continue to advertise the swimming pool manager position to broaden our pool management team. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will let the applicants know of the extension of the ad.

Culbertson Community Development. Attorney Hennessy discussed the different options for the Culbertson Community Development Corporation. Attorney Hennessy will be discussing this with Linda Twitchell. Council needs more information.

Cable TV. Paul S. Finnicum made a motion to send a letter to Mallard Cablevision requesting the use of Channel 15 for local communications. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. The letter will also request Mallard put Channel 34 UHF in the cable system once it is up and operating.

Pasture Lease. W. Bruce Houle made a motion to non-renew the Heupel pasture lease effective the end of May. Gordon Oelkers seconded the motion. Those voting in favor of the motion: W. Bruce Houle and Gordon Oelkers. Opposed: Jack Scotson and Paul S. Finnicum. Abstaining: Bernie W. Finnicum. MOTION FAILED.

Paul S. Finnicum made a motion to issue Alfred Heupel a letter stating there have been complaints of neglect of your horses on city property. Rectify the problem by May 1st or on May 31st the pasture lease will end. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

March 3, 2003 cont.

Maintenance Position. There has been some confusion on length of time of employment for the full-time temporary position. Bernie W. Finnicum made a motion to continue to advertise the full-time temporary maintenance position as a 1 year in length position, with applications due by 5:00 p.m. on Monday, April 7, 2003. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Arbor Day Grant Program. Paul S. Finnicum made a motion to approve the 2003 Arbor Day Grant Application and Proclamation. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Clerk's Institute. Raedelle does not wish to attend the Montana Clerk's Institute in Billings this year.

Great Northern Development Corp. W. Bruce Houle made a motion to authorize a Resolution affirming active participation in the Great Northern Development Corporation District. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Gordon Oelkers. Opposed: Paul S. Finnicum and Jack Scotson. MOTION CARRIED.

Hospital. Gordon, Raedelle and Paul all attended the strategic planning meeting for Roosevelt Memorial Medical Center on 2-25-03. Paul S. Finnicum will serve on the marketing committee.

Certified Water Operator. Doug Portra from Froid will work for the Town of Culbertson on an as needed basis. Doug will be listed as our Certified Operator and will assist in the sampling requirements. Clerk will compile a job description.

Pool. Town will advertise for swimming pool personnel in April.

Cowgirls. Paul S. Finnicum made a motion to authorize a Cowgirl Proclamation. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Girl Scouts. Jack Scotson made a motion to authorize a Proclamation for National Girl Scout Week. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Grants. Paul S. Finnicum brought several potential grant sources for town use.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Jordis Erickson Foster	175.00	Dixie Berwick	1273.81
Carol Christoffersen	17.09	First Community Bank	69.99
Raedelle Aspenlieder	1774.65	Postmaster	86.71
A T & T	63.12	Robert Jasper	1979.61
American Legion Post 81	100.00	Steven Moore	1571.21
Bruce Waldhausen	135.00	Black Mountain Software	961.00
The City Line	557.92	Cellular One	47.02
Culbertson State Agency	50.00	The City Line	61.10
Finnicum's	149.47	CSUS Foundation	66.00
First Community Bank	522.20	Dept. of Public Health	16.50
Gaffaney's	65.57	Farm Plan	52.30
Hennessy Law Office	396.17	Finnicum's	13.99

March 3, 2003 cont.General Fund cont.

Hometown Market	17.77
Modern Aire Flight Service	209.61
MT Dept of Revenue	84.31
MDU	509.27
Nemont Telephone	176.50
PERS	326.12
Red Hot	155.35
Roos. Co. Treasurer	19.00
The Searchlight	45.60
TOTAL	<u>\$5,549.72</u>

Special Funds:

MDU	988.26
Betty Schroeder	110.82
Robert Jasper	172.14
The City Line	244.46
Family Circle	19.97
Farm Plan	83.72
Finnicum's	168.79
First Community Bank	63.88
Karen Baxter	34.68
Miller Oil Co.	28.42
MT Dept of Revenue	7.31
MDU	35.75
National Geographic Society	34.00
PERS	30.59
Roos. Co. Sheriff	916.66
TOTAL	<u>\$2,939.45</u>

Enterprise Funds cont.

First Community Bank	1310.62
Industrial Systems, Inc.	831.05
Kathy Denton	3.97
Kohler Communications	31.50
Miller Oil Co.	83.00
MT Dept of Revenue	212.58
MDU	671.92
Nemont Telephone	47.28
Oelkers Servicercenter	277.37
PERS	863.17
Sheridan Electric Co-Op	15.00
Wasteco Manufacturing	530.00
Williston Landfill	708.70
TOTAL	<u>\$11,785.40</u>

Meeting adjourned at 10:15 p.m.

Raedelle Aspenlieder
Clerk

[Signature]
Mayor

Special Meeting - March 10, 2003.

The Culbertson Town Council met in Special session for the purpose of soliciting public input on the development of a Pre-Disaster Mitigation Plan. The following were present: Gordon Oelkers, Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Robert Jasper, Dixie Berwick and Raedelle Aspenlieder. Guests: Teresa Moore and Dale Morey.

This meeting was a follow-up to the Disaster Mitigation Plan Public Meeting held in Culbertson on Feb. 27, 2003 and hosted by Dan Sietsema, Roosevelt County DES Coordinator.

The Town of Culbertson needs to develop Critical Facilities and Historical Disaster Worksheets.

Special Meeting - March 10, 2003 cont.

The group discussed past disasters, potential disasters, facilities and evacuations. The following is a list of some, but not all points for consideration:

- *Run-off to the Missouri River, everything flows south.
- *Contamination of the Missouri River
- *Possible sewer lift station shut down
- *Evacuation of the town - how best to get the word out
- *Public education on Critical Use Facilities
- *Fire Dept. and Hospital (ambulance) should have on file what chemicals and quantities are on hand at any facility in and around Culbertson
- *Infectious Disease - Mosquitoes
- *How far do we have to evacuate to safety to get away from a Hexane disaster at MGI
- *Public education of hospital, school and guard shop evacuation plans
- *Blizzards are a potential disaster
- *Does Culbertson Schools have a generator

The following is a list of priorities to be worked on and for consideration:

- *Fire & Emergency Warning System
- *Complete on going efforts
 - A. Flood
 - B. Drainage
- *Produce an information pamphlet
 - A. Shelters for evacuations sites
 - B. Elderly - advise them to call people on their list
 - C. List peoples responsibilities
 - D. List what the town is providing
 - E. May list school buses located in town for possible use to evacuate
- *School needs to be involved in this process on a large level
- *How can we access BNSF Hazardous Plans
- *Can we have a one on one meeting with BNSF to discuss plans
- *Coordinate planning

A. BNSF	G. City Line
B. National Guard	H. Fuel Plants
C. Montola Growers, Inc.	I. Fertilizer Plants
D. FEMA	J. Radio
E. School/Hospital	K. Television
F. Northern Border	L. Telephone
- *Evacuation of Evacuation Structures
- *Generator for Sewer Lift Station
- *Mosquito Abatement
 - A. West Nile Virus

Meeting adjourned at 8:30 p.m.


Clerk


Mayor

April 7, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Guests: Deputy Rob Oelkers, Don Loomer, Howard Nordmeyer and Lary Pearson.

W. Bruce Houle made a motion to approve the agenda with additions: 22.) Building Permit - Kevin Miller, 36.) Page to website for Lewis & Clark and 37.) East Sewer Lift Station. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Bernie W. Finnicum made a motion to approve minutes from Feb. 18, 2003, March 3 & 10, 2003 and Treasurer Report Feb. 28, 2003. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Montana Hiline Sewer. Lary Pearson and Howard Nordmeyer represented Montana Hiline Sewer. Lary explained that their rates for sewer cleaning and camera are going up 4¢/ft. to 69¢/ft. The root cutting will remain the same at 75¢/ft. The town will have Montana Hiline Sewer clean the west side of town starting on May 5, 2003. The root chemical treatment will be done on the necessary areas on the west and east side problem areas. Town still needs current insurance information.

Mike Christoffersen was not present to discuss an ERP System (radio station related) with the town council. Council would like more information on this.

Streets. Don Loomer with Kadrmas, Lee and Jackson discussed the specifications for street repairs and chip seal of the SID #11 portion of town. Town will advertise the project for bid with bid opening on May 5, 2003.

New Construction. Council discussed the location of the water main for Mark Nelson's new house. Mark can run his service line in the boulevard to the north then make the connection by the fire hydrant.

Swimming Pool. Jack Scotson made a motion to purchase the appropriate lifeguard chair for the depth of water and keeping safety of the lifeguard jump a priority. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Paul S. Finnicum made a motion to purchase a 4" strainer for the pump line, valve and necessary plumbing parts for the pool. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Council closed the meeting for executive session to discuss legal, prosecution, and settlement negotiations with Attorney Greg Hennessy.

Council resumed regular meeting.

Paul S. Finnicum made a motion to authorize Attorney Hennessy to respond to County Attorney Fred Hofman's letter to continue with prosecution at this time. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Culbertson Community Development. Attorney Hennessy said Culbertson Community Development needs to have the 501 (c) 3 status. How many directors and who would be the incorporator?

Paul S. Finnicum will ask Kraig Smith to come to the May 5th meeting to discuss 501 (c) 3 status. Attorney Greg Hennessy will draft incorporation papers.

April 7, 2003 cont.

Jake Brake Request. The Roosevelt County Commissioners have posted Ordinance #4 an Ordinance prohibiting the use of engine decompression brake mechanisms, a/k/a "Jake Brakes", within 1000 feet of the City of Culbertson in Roosevelt County, Montana; providing for penalties for violation; and establishing an effective date.

Broadway Floral/Multi-Use Facility. Paul S. Finnicum made a motion to approve Resolution No. 320. A Resolution Affirming Culbertson Town Councils support for the Multi-Use Building Project. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

TV Station. Ken Youngquist has the translator equipment in Circle and the antenna will be shipped to Culbertson the week of April 14th. Installation can be done as soon as the weather permits. Toby Romo from Bainville would like to help with the installation.

Flood Mitigation. Dixie mailed the Critical Facilities Worksheet and Historical Disaster Worksheet to Maxim Technologies, Inc. Still looking through old papers for historical disaster information.

Park Canopy. The materials for the park canopy will be here in April. Construction will begin when weather permits.

Broadway Ave. - Drainage. No new news.

Fire & Emergency System Siren. No new news.

CD-ROM. Clerk will get updated information from EZ Computer for a CD-ROM set-up for Minutes, Ordinances and Resolutions.

Old Street Sweeper. No new news.

Cable TV. Clerk will call Mallard Cablevision about our request for use of channel 15 and when they will be able to put channel 34 in the system.

Heupel Pasture Lease. No new news.

Pool. Paul S. Finnicum made a motion to sandblast, prime and paint the baby pool for approximately \$2000. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Building Permit. A building permit for Kevin Miller was approved and signed.

CTEP. Paul S. Finnicum made a motion to approve of Raedelle attending the CTEP (Community Transportation Enhancement Program) Training Session in Sidney on 4-9-03. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Pool Manager. Jack Scotson made a motion to hire Jeri Gustafson as pool manager for the 2003 season. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will send letters to all applicants.

Pool. Town will advertise for swimming pool personnel for the 2003 season with applications due by 5:00 p.m. on Monday, May 5, 2003.

April 7, 2003 cont.

Full-Time Temporary Maintenance Position. Paul S. Finnicum made a motion to interview the following for the Full-Time Temporary Maintenance Position: Odean Kilsdonk, Alan Stanford, Terril Raaum, Steve Hampson and Jeff Nickoloff. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will set-up the interviews for April 14th or 15th.

Summer Maintenance. Town will advertise for a summer maintenance worker with applications due by 5:00 p.m. on Monday, May 5, 2003.

MMIA. MMIA sent out information on the Health Insurance Portability and Accountability Act. Clerk gave copies to Attorney Hennessy and W. Bruce Houle for review.

Economic Development. Clerk shared economic development information from Blue Moon Solutions, an innovative technology start-up company requesting relocation proposals. This appeared to be out of our league.

Arbor Day Grant. The Arbor Day Grant for \$150.00 was approved. Activities must be complete by June 30, 2003. Clerk will see if the high school students will participate in this project.

Lewis & Clark on Website. Council approved of the addition of a Lewis & Clark page on the town website. There is no additional cost for the extra page. Dixie should be able to do this with help at the high school.

Sewer Lift Station. Sheridan Electric gave an approximate estimate of \$8800.00 for 2 3KW explosion proof unit heaters for the east sewer lift station and valve manhole. Bob will get more information on this.

Mosquito. Bernie W. Finnicum made a motion to send Bob to a mosquito workshop in Miles City on April 24th. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Postmaster	37.00	Dani Red Bull	75.00
Carol Christoffersen	17.09	Postmaster	86.02
Raedelle Aspenlieder	1774.65	Dixie Berwick	1298.19
A T & T	63.90	Douglas Portra	78.50
All Seasons Sport About	50.00	Robert Jasper	2149.51
Bruce Waldhausen	135.00	Car Quest	55.00
Bruce Waldhausen	100.00	Dept. of Public Health	16.50
Elk River Printing	46.50	Finnicum's	20.96
First Community Bank	522.20	First Community Bank	983.32
Gaffaney's	183.01	Franz Construction	2549.00
Gaffaney's	43.75	Hawkins Water Treatment	109.45
Heiman Fire Equip., Inc.	1064.35	Industrial Systems	111.94
Hometown Market	12.95	Industrial Systems	88.25
Hometown Market	62.00	Interstate Companies	193.81
Me Too Pizza	112.10	Kara Halvorsen	31.29
MT Dept of Revenue	84.31	Melinda Herron	6.75
MMIA	167.75	MT Dept of Revenue	156.73
PERS	326.12	MMIA	664.20
Raedelle Aspenlieder	14.10	MDU	67.87
Raedelle Aspenlieder	39.42	NorMont Equip.	600.00

April 7, 2003 cont.General Fund cont.

Roos. Co. Treasurer	37.00
The Searchlight	72.20
The City Line	540.17
Fort Union Supply	110.00
Gaffaney's	30.73
Modern Aire Flight	200.25
MDU	459.18
Nemont Telephone	173.75
The Searchlight	174.80
MT Dept of Revenue	17.85
Hennessy Law Office	1016.30
TOTAL	<u>\$7,688.43</u>

Special Funds:

Skyway Television	8500.00
Betty Schroeder	110.82
Robert Jasper	537.38
Culbertson Pharmacy	6.23
Finnicum's	15.96
First Community Bank	169.06
Home Magazine	8.00
MT Dept of Revenue	25.10
MMIA	55.28
MDU	988.26
NorMont Equip	232.65
PERS	96.98
Roos. Co. Sheriff	916.66
The City Line	238.54
Miller Oil	31.65
MDU	35.55
Oelkers Servicenter	77.19
Farm Plan	7.85
MDU	18.25
MT Dept of Revenue	3.57
Skyway Television	10000.00
Kadmas, Lee & Jackson	1967.27
MDU	997.39
TOTAL	<u>\$25,039.64</u>

Enterprise Funds cont.

Northwest Pipe Fittings	366.92
PERS	622.07
Raedelle Aspenlieder	4.75
Randy Johnson	7.85
Sheridan Electric	15.00
The Searchlight	57.00
Utilities Underground	2.48
Cellular One	47.02
The City Line	61.10
Culb. Pharmacy	10.02
Miller Oil	63.33
MDU	25.86
Nemont Telephone	47.77
Oelkers Servicenter	304.98
The Searchlight	76.00
Williston Landfill	725.40
MDU	27.38
MDU	1018.29
MT Dept of Revenue	45.34
MT Hiline Sewer	734.50
Doug Portra	693.82
USA Blue Book	84.00
TOTAL	<u>\$14,383.17</u>

Meeting adjourned at 9:30 p.m.

Raedelle Aspenlieder
Clerk

[Signature]
Mayor

May 5, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Absent: W. Bruce Houle. Guests: Deputy Rob Oelkers, Kraig Smith, Don Loomer, Ron Sims - Century Companies, Inc. and Arlin Moran - Franz Const.

Bernie W. Finnicum made a motion to approve the agenda with the addition of guest Kraig Smith. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, Paul S. Finnicum and Jack Scotson. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Jack Scotson made a motion to approve minutes from April 7, 2003 and Treasurer Report March 31, 2003. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: Jack Scotson, Paul S. Finnicum and Bernie W. Finnicum. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Culbertson Economic Development Corporation. Attorney Greg Hennessy drafted Articles Of Incorporation Of Culbertson Economic Development Corporation. Kraig Smith with Fort Peck Community College - Community Business Assistance Center has helped a few organizations apply for 501 (c) (3) status. Kraig discussed the procedure and offered his assistance to the town. Paul S. Finnicum, Kraig Smith and Attorney Hennessy will complete the 501 (c) (3) document for the Culbertson Economic Development Corporation. Clerk will get a letter of support for the multi-use facility from Kraig Smith for our area being in the HUB Zone.

Street Repairs and Chip/Seal SID #11. Don Loomer opened the bids for the Street Repairs and Chip/Seal SID #11 Project. The bids were as follows:

Century Companies, Inc.	\$254,325.00
Franz Construction	\$173,383.85

The council will take the bids under advisement. Don Loomer will check the bid numbers. The council will meet on Thursday, 5-8-03 at 8:00 a.m. to discuss the bids and try to reduce the project to fit the budget.

Swimming Pool Improvements. A new pump and strainer assembly, and a lifeguard chair for the pool have been received.

Multi-Use Facility. The town received a letter of support for the multi-use facility from the Roosevelt County Commissioners.

Montana TV Station. Channel 34 is up and running. Clerk will contact Mallard Cablevision again to check on the status of getting Channel 34 in the cable system.

Flood Mitigation. No new news.

Park Canopy. The park canopy is being constructed at this time and ten metal picnic tables have been ordered.

Broadway Ave. Drainage. There is no news from MT DOT concerning the drainage problem on Broadway Ave.

Fire & Emergency System Siren. No new news.

Jake Brake Request. The County Commissioners passed an ordinance prohibiting the use of jake brakes within 1000 ft. of the City of Culbertson. We are waiting for the MT DOT to do the signing.

May 5, 2003 cont.

CD-ROM. Waiting for new price quote from EZ Computers.

Cable TV. Mallard Cable TV has given verbal approval to use Channel 15 for local public access. Ken Forbregd is working with Nemont Telephone and other agencies to line up the equipment necessary to access the phone line and update the information locally.

CTEP. Clerk reported on the Community Transportation Enhancement Program meeting she attended in Sidney. County Commissioner Gary McDonald will be holding a meeting in Culbertson on CTEP funds on Monday, May 12th at 7:00 p.m.

Arbor Day Grant. The town received a \$150.00 Arbor Day Grant. These activities must be complete by June 30, 2003. The cemetery tree fund should also be ordering trees. Raedelle will pull up the invoice from cemetery tree planting from 2 - 3 years ago.

Building Permits. Building permits for Bob Nick and Ron Arthur were approved and signed.

Swimming Pool Personnel 2003 Season. Paul S. Finnicum made a motion to offer the following positions for the 2003 pool season:

Jessica Schmitz - Assistant Manager and Lifeguard

Nicole Aspenlieder - Head Water Safety Instructor and Lifeguard

Amber Snyder - Water Safety Instructor and Lifeguard

Jamie Raaum - Water Safety Instructor and Lifeguard

Amber Smith - Lifeguard

Samantha Engelke - Lifeguard

Kelsey Larsen, Abby Larsen, Tiffaney Marchwick and Shasta Dean - lifeguard upon successful completion of lifeguard course. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and Bernie W. Finnicum. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Summer Maintenance Worker. Paul S. Finnicum made a motion to hire Kile Martin as the Summer Maintenance Worker. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and Bernie W. Finnicum. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Cushings Third Addition. Apparently there is some confusion as to the proper name of Cushings Third Addition or is it Courchene Third Addition. Paul S. Finnicum made a motion to have Attorney Hennessy clear the matter up. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and Bernie W. Finnicum. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Formal Complaint. The town council reviewed the formal complaint form filed.

MMIA. Raedelle will talk to MMIA for more information on the Health Insurance Portability and Accountability Act.

GJV's. General journal vouchers #64, 65 and 66 were approved and signed.

Cemetery. Town received a \$50.00 grant award from the Maude Schuetze Foundation for use at Hillside Cemetery to help with the cost of spraying 2-~~V~~-D Amine. Council thought it would be best to have town employees hand spray the cemetery so there is better control of the chemical application and the trees won't be damaged.

May 5, 2003 cont.

Water Main Line Replacement. Council reviewed the bid proposal from Franz Construction for 3rd Ave. West Water Main Line Replacement \$63,718.00. Council decided not to pursue this project at this time.

EZ Computers - Internet Service. Bernie W. Finnicum made a motion to sign-up for a faster internet service with EZ Computer for a rate of 30./month with the initial investment for equipment cost of \$230 - 250. Jack Scotson seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, Jack Scotson and Paul S. Finnicum. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Baseball/Softball Program. Bernie W. Finnicum made a motion to donate \$300. to the summer baseball/softball program. Jack Scotson seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, Jack Scotson and Paul S. Finnicum. Absent and not voting: W. Bruce Houle. MOTION CARRIED.

Nation Guard. Town received an Employer Resource Guide for employers of National Guard and Reserve from the North Dakota Office Of The Secretary Of Defense.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
First Community Bank	24.95	Postmaster	86.71
Pat's Pump Service	329.61	Dept. of Public Health	33.00
Val-Am Stop & Go	22.65	Finnicum's	77.68
Ellerkamp & Sons	2700.00	Hach	71.25
Raedelle Aspenlieder	138.86	Modern Machine Works	295.43
AT & T	67.19	MT Dept. of Env. Quality	60.00
Bruce Waldhausen	135.00	MT Rural Water Systems	200.00
Cedar Forest Products Co.	16630.00	Northwest Pipe Fittings	190.46
Finnicum's	14.73	Utilities Underground	1.24
Hometown Market	18.25	Dixie Berwick	1328.79
Quality Business Systems	165.38	Doug Portra	529.78
Carol Christoffersen	17.09	First Community Bank	1248.98
First Community Bank	522.20	MT Dept of Revenue	206.62
MT Dept of Revenue	84.31	PERS	732.51
PERS	326.12	Robert Jasper	2699.06
Raedelle Aspenlieder	1774.65	Cellular One	47.56
CHMS, P.C.	2950.00	The City Line	35.48
The City Line	301.62	Miller Oil Co.	226.72
Culb. Pharmacy	9.79	MDU	11.27
Dixie Berwick	71.54	MDU	9.57
MDU	18.00	Oelkers Servicenter	276.44
MDU	314.25	Sheridan Electric	15.00
Oelkers Servicenter	27.55	Williston Landfill	987.20
Roos. Co. Treasurer	10.00	Energy Laboratories	225.00
Hennessy Law Office	761.07	Hometown Market	3.57
Hometown Market	18.84	Michael Nickoloff	116.05
Nemont Telephone	175.22	MDU	663.94
Salvevold Grain Inc.	72.50	Nemont Telephone	47.77
TOTAL	<u>\$27,701.37</u>	Sheridan Electric	261.21
		TOTAL	<u>\$10,688.29</u>

May 5, 2003 cont.

Special Funds:

Finnicum's	371.31
Kadrmass, Lee & Jackson	3030.41
Karen Baxter	35.92
Pacific Steel & Recycling	73.59
Roos. Co. Sheriff Dept.	916.66
Betty Schroeder	110.82
First Community Bank	59.36
MT Dept of Revenue	7.19
PERS	25.87
Robert Jasper	142.05

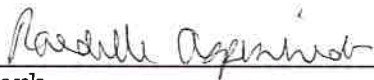
Special Funds cont:

The City Line	102.50
Miller Oil Co.	43.63
MDU	15.09
MDU	30.69
Farm Plan	30.99
Larsen Builders	48.20
Sheridan Electric	636.29
Homestead-South 40	269.64
Penworthy	153.92
TOTAL	<u>\$6,104.13</u>

Other Funds:

Fire Relief Assoc.	150.00
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Meeting adjourned at 9:10 p.m.


Clerk


Mayor

June 5, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Guests: Don Loomer, Matt Golick-MDU, Clint Jacobs and Nicole Aspenlieder.

Paul S. Finnicum made a motion to approve the agenda. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Bernie W. Finnicum made a motion to approve the May 5, 2003 minutes and April 30, 2003 Treasurer Report. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

MDU. Matt Golick, Montana-Dakota Utilities Co. was present for his annual visit with the Town Council. The council did not have any problems or concerns, but thanked him for MDU's assistance with the Lewis & Clark banners.

Street Repairs and Chip/Seal SID #11. Don Loomer explained the priorities for street repairs and details of Change Order No. 1. Franz Construction, Inc. will agree to the proposed project reduction. Jack Scotson made a motion to accept the Notice of Award to Franz Construction, Inc. and Change Order No. 1 and authorizing Mayor Oelkers to sign Notice of Award and Notice to Proceed. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Dry Prairie Rural Water. Clint Jacobs with Dry Prairie Rural Water had a Main Pipeline Easement and Temporary Construction Easement. The town council will take the easement under advisement. Paul S. Finnicum made a motion to have Attorney Hennessy revise the easement. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Swimming Pool. The swimming pool opened for the season on Thursday, May 29th. The baby pool was sandblasted and painted, the boys shower room wall posts were replaced and the pool staff stained and painted the pool house.

June 2, 2003 cont.

Broadway Floral Property. Work is in progress. The commissioners are supposed to be finding out if the MT Dept. of Transportation will pay enough rent to justify the cost for their required space.

Clerk will ask the commissioners about an extra office space for Montana Fish, Wildlife and Parks Engineer-Tom Hansen.

TV Station. Town received the Federal Communication Commission Low Power Television/Television Translator Broadcast Station License. Channel 34 is up and running. Mallard Cable TV has not reported on the status of getting Channel 34 in the cable system. Mallard Cablevision filed for protection under Chapter 11 of the United States Bankruptcy Code. Clerk will contact Mallard Cable TV again about getting channel 34 in the system.

Pre-Disaster Mitigation Plan. Dan Seitsema sent a copy of the Pre-Disaster Mitigation Plan. Clerk will make copies for each of the councilmen to review. Dan Seitsema will attend the July 7th council meeting.

East Sewer Lift Station and Valve Manhole. No new news on heaters.

Park Canopy. The park canopy project is nearly complete. The electrical outlets and lighting are not finished yet. The Yellowstone Caviar paperwork has been in and we are waiting for the \$3000. check yet.

Broadway Ave. Drainage. No word from Montana Dept. of Transportation on drainage problem on Broadway Ave.

Fire & Emergency System Siren. No new news on fire and emergency system sirens. There was discussion on the painting of the fire hydrants. Should fire hydrants be painted anything but red or iridescent green?

Jake Brake Request. The only thing we are waiting for is the signing by the MT Dept. of Transportation on the jake brake ordinance by the Roosevelt County Commissioners.

Office Scanner. Jack Scotson made a motion to approve the purchase of a Color Image Scanner and installation for \$1260.00 from EZ Computers. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Street Sweeper. Council decided we may want to use the old street sweeper after the chip/seal project this summer. Office will not advertise it at this time.

Arbor Day Grant. The Arbor Day Grant activities must be complete by June 30, 2003. Council reviewed prior invoice for cemetery trees from Neubauer Trees in Wolf Point. Paul will call Neubauer Tree for a blue spruce for the pool area and trees for the cemetery.

Culbertson Community Development Corp. Paul S. Finnicum made a motion to authorize Gordon Oelkers, Chairman and Raedelle Aspenlieder, Secretary-Treasurer to sign the Articles Of Incorporation Of Culbertson Economic Development Corporation. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. Paul will talk to Kraig Smith about the By-Laws and hopefully in a month that will be done.

TOWN OF CULBERTSON

P.O. BOX 351

CULBERTSON, MONTANA 59218

Office Of The Mayor

The Searchlight
Issues – June 5th & 12th
Box Ad

CLIP & SAVE

**CULBERTSON SWIMMING POOL
PHONE NUMBER 787-6391**

Regular Swimming Pool Hours
Everyday 1:00 p.m. to 4:45 p.m.
6:00 p.m. to 8:00 p.m.

TICKET PRICES: one person season pass \$25.00
Family season pass \$50.00
One person/session \$1.00

Wednesday Night is designated as
FAMILY NIGHT – children must be
Accompanied by an adult.

LAP SWIM is every Tuesday & Thursday
From 8:00 p.m. to 8:30 p.m.

SWIM LESSON SCHEDULE

2 week session June 16th – 27th

1 week out-of-town session June 30th – July 7th

2 week session July 14th – 25th

Junior Life Saving July 14th – 25th

1 week session July 28th – August 1st

Cost: \$25.00/child/session

Call Nicole Aspenlieder 787-5765 or the Pool 787-6391

Sign-up for WATER AEROBICS at the pool.

June 2, 2003 cont.

MMIA. Clerk will call the MMIA about the Health Insurance Portability and Accountability Act.

Swimming Lessons. Nicole Aspenlieder proposed a swimming lesson schedule change to the council to accomodate more out-of-town students and in-town students that prefer a one week session of lessons. Nicole suggested having 2 - 2 week sessions and offering 2 - 1 week sessions. See attached schedule. Jack Scotson made a motion to make a change in the swimming lesson schedule to allow for 2 - 2 week sessions and 2 - 1 week sessions. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Building Permits. Building permits were approved and signed for Ray Cheek, Wayne Hendrickson and Rodney Iverson. Clerk will contact Bob Beauchaine about his fence permit.

Swimming Pool Assistant Manager. Jack Scotson made a motion to hire Nicole Aspenlieder as assistant manager for the 2003 pool season. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Formal Complaint. Council reviewed the formal complaint filed. Council instructed clerk to follow-up on her conversation with a letter on the dog portion of the complaint.

Truck Parking. Council instructed clerk to send Bruce Wilson and Neil Turnbull a letter with a copy of the ordinance dealing with truck parking in residential area, and not in the alley. Two complaints have been received. Advise him of the area on Railroad Street or to park at MGI.

MT Dept. of Environmental Quality. Bob read the letter from the Montana Dept. of Environmental Quality regarding the routine sanitary survey inspection done on April 17, 2003. The recommendation was there should be an emergency plan available for the water treatment plant. The comment was the water system appears to be in excellent condition. Personnel at the water plant are to be commended for their excellent work and obvious dedication to serving the public.

Bicycle Safety Course. Paul S. Finnicum made a motion to close 1/2 block for the Bicycle Safety Course during the fair. The 1/2 block portion between Jeff Thorpe and Bev Vannatta. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Airport Office Space - Fair Time. Council tabled.

Audit. Council received an Audit Proposal from Judd Accounting for FY ending 6-30-03 and 6-30-04. Council decided to stay with CHMS for the next 2 year audit.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
MDU	21.13	First Community Bank	83.71
Ellerkamp & Sons	8227.00	MDU	81.45
Roos. Co. Clerk & Recorder	24.00	Postmaster	86.71
Culb. Swimming Pool	50.00	Energy Laboratories, Inc.	22.20
A T & T	75.18	Hawkins Water Treatment	545.66
Agri Industries, Inc.	263.30	Sheridan Electric	146.00
Culb. Baseball/Softball	300.00	Sheridan Electric	15.00

June 2, 2003 cont.General Fund cont.

Basin Sandblast, Inc.	2067.64
Bruce Waldhausen	135.00
Crown Aquatics, Inc.	1498.94
Culbertson State Agency	50.00
Dakota Fence	5238.00
Farmers Union Agronomy	79.37
Finnicum's	14.95
Gaffaney's	61.43
Gaffaney's	32.00
Gordon Oelkers	850.00
Hawkins Water Treatment	853.94
Modern Aire Flight Serv.	167.48
Montana League of Cities	214.80
Roos. Co. Sheriff Dept.	333.28
Sheridan Electric	166.00
Sport About	80.00
The Searchlight	412.80
Van Diest Supply	976.90
Vi Lemieux	21.50
Watco, Inc.	2011.68
Abby Larsen	69.18
Amber Smith	139.18
Amber Snyder	207.22
Black Mountain Software	1048.00
Bob's Pickup & Delivery	353.05
Carol Christoffersen	17.09
The City Line	447.49
Farm Plan	545.12
Finnicum's	385.97
First Community Bank	749.88
Gaffaney's	81.00
Hennessy Law Office	759.67
Jamie Raaum	154.79
Jeri Gustafson	260.27
Kelsey Larsen	100.89
Miller Oil Co.	35.00
MT Dept of Revenue	120.32
MDU	320.87
Nicole Aspenlieder	185.59
Oelkers Serv.	34.05
PERS	326.12
Raedelle Aspenlieder	1774.65
Raedelle Aspenlieder	12.61
Samantha Engelke	74.40
Shasta Dean	70.53
The Searchlight	34.20
Tiffany Marchwick	69.18
Triple M	14.94
Wild West Diner	38.00
TOTAL	<u>\$32,655.58</u>

Enterprise Funds cont.

The Searchlight	79.80
Utilities Underground	9.92
Cellular One	47.56
The City Line	19.71
Dixie Berwick	1323.87
Doug Portra	74.81
Finnicum's	8.48
First Community Bank	1842.18
Industrial Systems	607.70
Kile Martin	442.24
Miller Oil Co.	109.77
MT Dept. of Revenue	294.87
MT Hiline Sewer	8771.13
MDU	21.39
Odean Kilsdonk	1167.11
Oelkers Serv.	266.75
PERS	1034.18
Robert Jasper	2998.98
Williston Landfill	1043.03
TOTAL	<u>\$21,144.21</u>

Special Funds:

MDU	1003.70
Culbertson Pharmacy	4.77
Finnicum's	127.75
Kadmas, Lee & Jackson	1403.29
Karen Baxter	13.87
Montana Magazine	23.00
Redbook	15.00
Roos. Co. Sheriff Dept.	583.38
Upstart	36.90
Betty Schroeder	110.82
The City Line	49.28
First Community Bank	36.74
Karen Baxter	33.93
Mill Oil	10.13
MT Dept of Revenue	3.24
MDU	25.72
PERS	11.26
Robert Jasper	61.21
TOTAL	<u>\$3,553.99</u>

Meeting adjourned at 9:10 p.m.

Raedelle Aspenlieder
Clerk

[Signature]
Mayor

July 7, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper, Greg Hennessy and Raedelle Aspenlieder. Guests: Dan Seitsema, Doris Leader and Patty Walker.

Paul S. Finnicum made a motion to approve the agenda with the addition of setting budget meeting dates. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

W. Bruce Houle made a motion to approve the June 2, 2003 minutes and May 31, 2003 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Audit. Doris Leader, CHMS, P.C. presented the draft for Schedule of Findings for the years ended June 30, 2001 and 2002. The findings were in five areas: 1.) Segregation of Duties, 2.) Safety Policy, 3.) Fixed Assets, 4.) Payroll and 5.) Capital Project Fund. The Fire Relief Association signature cards at the bank should be Town Government Officials not fire department as the Town is the Trustee. Employee evaluations need to be done annually in accordance with the Personnel Policy Manual. It was suggested that Dixie keep her time sheets in 15 minute increments as Bob does to determine how much of her time is spent on utility billing versus economic development. Ordinance No. 195 Community Improvement Fund - the council is to set interest rates and total amount of maximum loan annually. Town should have a policy on credit card use. Doris will send a sample policy. Social Security and Medicare need to be withheld on Mayor stipend.

Walker Trailer Court. Patty Walker wanted to know where the new bathhouse for the RV Court should hook-up to water. After discussion about both the trailer court and RV court meters, council told Patty that they could run the bathhouse through either meter, but the town needs a diagram of where the waterline for the bathhouse comes from.

Pre-Disaster Mitigation Plan. Dan Seitsema, Roosevelt County DES Coordinator wanted to know if the council had any comments on the Draft Pre-Disaster Mitigation Plan. Tables 4-2 and 4-3 of the plan list the Ranking of Hazard Mitigation Projects. The council said updating our fire and warning siren system is a priority and the estimated cost is \$12,000. Roosevelt County received an \$18,000 Homeland Security Grant. The LEPC administers this grant and it is for equipment. The Pre-Disaster Mitigation Plan needs to be in place prior to being eligible for funding.

Swimming Pool Improvements. No new news.

Broadway Floral Property. No new news.

TV Station. Channel 34 is up and running. Mallard Cable put this in the cable system, it is channel 25. This is a Montana station broadcast from Billings and Glendive. Clerk will put a note in the newspaper so people know.

East Sewer Lift Station. No new news.

Park Canopy & Picnic Table Project. All the paperwork is in for the Yellowstone Caviar Grant, they have not sent the \$3000 yet. Clerk will call them.

Drainage Problem on Broadway Ave. No new news.

July 7, 2003 cont.

Jake Brake. The signing for the jake brake request must be done.

Office Equipment. Due to the space required for all the office equipment, Town Council meetings will be scheduled in the Senior Citizen Center.

Street Repairs. Street repairs and the chip/seal job will be done in August. Funding for the project will be discussed during budget meetings.

Arbor Day Grant. The Arbor Day Grant is complete and funding has been received.

Cemetery. Five more trees have been planted at Hillside Cemetery and 5 spruce trees will be planted this fall.

Culbertson Community Development Corp. The Culbertson Community Development Corp. paperwork will be sent to Helena this week. Paul will check on the progress of the By-Laws.

MMIA. It does not appear the Health Insurance Portability and Accountability Act has any affect on the town. Clerk will check with the fire department to see for sure what kind of information their Critical Incident Records contain.

Dry Prairie Rural Water. Attorney Hennessy has been working on the Dry Prairie Rural Water Main Pipeline Easement and Temporary Construction Easement. Greg needs an as built survey description. Council discussed the future location of the Dry Prairie Rural Water Office. The next meeting for Dry Prairie Rural Water is July 15th at 1:00 p.m. in First Community Bank basement in Culbertson. Jack Scotson made a motion to have Paul draft a letter for the Mayor and Council to review expressing Culbertson's interest in securing the Dry Prairie Rural Water office. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Building Permits. Building permits for Bob Beauchaine, Dorothy Krueger, Steve Baldwin, Rich Walker and Leo Waldhausen were approved and signed.

Property and Supply Bureau. Jack Scotson made a motion to approve the Resolution authorizing the Mayor, Councilmen and Robert Jasper as agents for the Town of Culbertson for the State and Federal Surplus Program. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

GJV's. General journal voucher #248 was approved and signed.

Pool Inspection. Roosevelt County Sanitarian Ron Smith inspected the swimming pool recently and no violations were found.

Community Improvement Fund. Council reviewed the Application for Culbertson Community Improvement Fund and Loan Program. We will add the fact that a lein will be filed to the application.

TV Tower. The electrical cost for the TV tower is approximately \$40.00/month. The account is in Roosevelt Memorial Hospital name. Paul S. Finnicum made a motion to have the hospital send us a bill for our portion. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Alleys. Council discussed that some alleys are in need of attention. This is an ongoing problem. Town will keep working on them.

July 7, 2003 cont.

Western Veterinary. Western Veterinary Clinic will be in Culbertson at the Fire Hall on Friday, July 11th for pet care and vaccinations.

Lions Building. The Lions Club building water is off now. The Women's Club requested water to care for the flower garden next to the Lions Building. Clerk will check with Steve's Repair to see if he has an outside faucet. The Women's Club also needs to have a timer on the water.

Street Closing. Bernie W. Finnicum made a motion to approve of closing the street east of the school during the fair for a 3 on 3 basketball tournament. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Budget Meetings. Council will meet for budget preparation on Monday, July 21st and July 28th at 7:00 p.m.

Applicators License. Robert Jasper will have to get a license for chemical application and mosquito control.

There are lots in town that need mowing. Council said to mow and send the property owners a bill.

Clerk will put a notice in the paper about the need for tree trimming near the streets and alleys.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Nemont Telephone	272.98	MDU	551.21
Stamp Fulfillment Services	419.85	Nemont Telephone	47.77
EZ Computers	116.00	DNRC	32800.34
EZ Computers	1220.00	Bruno Ostwald	50.00
First Community Bank	187.00	Dept of Public Health	33.00
Amber Snyder	99.61	EZ Computers	112.00
Jamie Raaum	117.19	Hawkins Water Treatment	106.45
Kelsey Larsen	17.58	Industrial Systems	236.83
Nicole Aspenlieder	234.38	Modern Machine Works	506.03
A T & T	62.45	MT Dept of Env. Quality	500.00
Bruce Waldhausen	135.00	NorMont Equip.	120.00
Gaffaney's	38.00	Utilities Underground	4.96
Hometown Market	109.62	Valley Motor Supply	234.75
Larsen Builders	270.03	Postmaster	86.48
Raedelle Aspenlieder	66.43	Dixie Berwick	1298.40
Recreation Supply Co.	85.72	Odean Kilsdonk	1603.19
Roosevelt Co. Sheriff Dept.	916.66	Robert Jasper	2597.21
Roosevelt Co. Treasurer	75.67	Doug Portra	94.43
Sheridan Electric Co-Op.	3343.85	Kile Martin	848.25
The Other Place	16.84	Becky Taylor	27.27
Thompson Pools	133.77	Cellular One	47.56
Finnicum's	6.99	The City Line	11.82
Neubauer Tree Farm	200.00	Corrpro Waterworks	490.00
Carol Christoffersen	17.09	First Community Bank	1677.20
Raedelle Aspenlieder	1803.65	Hometown Market	13.50
Abby Larsen	81.32	Jim Lambert	3.39
Amber Smith	451.33	Miller Oil Co.	378.88
Amber Snyder	765.16	MT Dept of Revenue	287.79

July 7, 2003 cont.General Fund cont.

Jamie Raaum	770.77
Jeri Gustafson	802.12
Kelsey Larsen	211.25
Nicole Aspenlieder	812.36
Samantha Engelke	497.15
Shasta Dean	214.59
Tiffany Marchwick	147.77
Amber Snyder	124.69
The City Line	1640.27
Culb. Pharmacy	4.76
Farm Plan	172.74
Finnicum's	1151.02
First Community Bank	1736.91
Gaffaney's	5.49
Hometown Market	138.80
Jamie Raaum	124.69
Kelsey Larsen	9.32
Larsen Builders	244.08
Miller Oil Co.	238.44
MT Dept of Revenue	236.51
MMIA	538.85
MDU	218.58
Nemont Telephone Coop.	242.89
Nicole Aspenlieder	241.07
PERS	326.12
Roosevelt Co. Treasurer	34.00
The Other Place	8.99
MT Dept of Revenue	36.92
TOTAL	<u>\$22,194.32</u>


Enterprise Funds cont.

MMIA	832.27
MDU	20.89
MDU	385.28
MDU	1113.80
Mrs. Julius Kozak	36.30
MSE Technology	1315.00
Nemont Telephone Coop.	47.80
ND Dept of Health	25.00
Oelkers Servicenter	187.84
PERS	972.95
Sheridan Electric	15.00
Valley Motor Supply	129.00
Williston Landfill	1009.83
MT Dept of Revenue	55.88
TOTAL	<u>\$50,915.55</u>

Special Funds:

MDU	27.98
MDU	1010.39
Skyway Television	3700.00
Karen Baxter	17.96
NorMont Equip.	267.33
The Hearst Corp.	12.00
Betty Schroeder	110.82
Robert Jasper	80.33
Culb. Pharmacy	50.00
Farm Plan	177.67
Farmers Union Agronomy	239.89
Finnicum's	24.62
First Community Bank	39.58
Kadrmass, Lee & Jackson	639.53
MT Dept of Revenue	3.76
MMIA	21.53
MDU	20.81
MDU	9.62
PERS	14.32
MT Dept of Revenue	1.84
TOTAL	<u>\$6,469.98</u>

Meeting adjourned at 10:00 p.m.


Clerk


Mayor

July 21, 2003. The Town Council met in special session to review the preliminary budget. The following were present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper and Raedelle Aspenlieder.

The following pay raises were approved:

Robert Jasper .37¢ raise - increased to \$12.68/hr.
 Steven Moore .35¢ raise - increased to \$11.87/hr.
 Raedelle Aspenlieder .34¢ raise - increased to \$11.65/hr.
 Dixie Berwick .23¢ raise - increased to \$7.92/hr.

July 21, 2003 cont.

Summer Maintenance Worker .20¢ raise - increased to \$6.78/hr.
 Library Worker \$5.00/mo. raise - increased to \$125.00/mo.
 Pool Manager .22¢ raise - increased to \$7.56/hr.
 Asst. Pool Manager .19¢ raise - increased to \$6.45/hr.
 Lifeguards with 100 hours or more experience .18¢ raise - increased to \$6.33/hr.
 Lifeguards with less than 100 hours experience .18¢ raise - increased to \$6.02/hr.

Meeting on the budget will be continued.
 Adjourned at 9:00 p.m.


 Clerk


 Mayor

July 28, 2003. The Town Council met in special session to fix the final budget. The following were present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Gordon Oelkers, Robert Jasper and Raedelle Aspenlieder. Absent: Bernie W. Finnicum.

Fire and Emergency Siren System will be a goal for this fiscal year. The swimming pool will be acid washed and painted after 8-24-03 closing. The pool deck area will be removed and concrete will be poured after 8-24-03 closing. The east side of town will have some patching done and the streets will be chip/sealed.

Capital Improvement Fund projects are: new shop, Library building, fire truck, fire siren system, floodplain map update, fire equipment - protective clothing and cemetery trees.

Budget hearing for taxpayers will be on Monday, August 4, 2003 at 7:30 p.m.

Meeting adjourned at 8:45 p.m.


 Clerk


 Mayor

August 4, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper, Greg Hennessy and Raedelle Aspenlieder. Jack Scotson arrived at 7:50 p.m.

Guests: Bruce Waldhausen, Karen Baxter, Marylyn Weeks, Margaret Salvevold, Rick Knick and Ken Forbregd.

Bernie W. Finnicum made a motion to approve the agenda with the additions. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, W. Bruce Houle and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Paul S. Finnicum made a motion to approve the July 7, 21 & 28, 2003 minutes and June 30, 2003 Treasurer Report. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

August 4, 2003 cont.

Library. Karen Baxter, Marylyn Weeks and Margaret Salvevold were present to discuss the library project. The present library has bats. The bats are a serious concern especially in the summer months. Marylyn Weeks asked if the library had to be incorporated with the county building and how long will the town wait for the county on the building project. Council said we need to do something for bat control as the building project could be a few years down the road with funding cycles. Raedelle will arrange a meeting with Linda Twitchell to get the details about CDBG and TSEP funding cycles and other particulars.

Justice of the Peace. Judge Bruce Waldhausen presented the council with a letter concerning a possible move by the Roosevelt County Commissioners to close the Justice of the Peace Office in Culbertson at the end of the current term in 2006. The current clerk works 16 hours/week and the Judge 24 hours/week. Council instructed the town clerk to send the county commissioners a letter asking what their future intent is with the Justice of the Peace Office in Culbertson.

Dry Prairie Rural Water. The Dry Prairie Rural Water Main Pipeline Easement and Temporary Construction Easement was discussed. The easement is not being worked on at this time. The town will have Kadrmas, Lee & Jackson, Inc. do a survey to get the legal description for the easement. August 28, 2003 is ground breaking ceremony for Dry Prairie Rural Water. The town council wants a commitment for the office location permanently in Culbertson from Dry Prairie Rural Water. Rick Knick, Chairman DPRW said they are not in a position to make a commitment at this point in time. The office building and pipeyard are several years out yet. Rick said if the DPRW Board had to vote on this now, Culbertson would not have the needed support of the majority of the board. Paul suggested a 10 year agreement to have the office in Culbertson. Gordon thought a 15 year agreement. Paul S. Finnicum made a motion to have a survey done for a legal description for the Dry Prairie Water Main Pipeline Easement and Temporary Construction Easement. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

TV Tower. Ken Forbregd and Robert Jasper have been working on the TV tower building. If the town gets another station and set of equipment, there will need to be another electrical line run to the building. Ken and Bob will be installing more electrical switches and relays.

Pool. Swimming pool improvements will be done after the August 24, 2003 closing. The pool will be acid washed and painted and the deck area will be taken up and concrete poured.

East Sewer Lift Station. No new news on heaters for the east sewer lift station.

Park. The Bruegger-Centennial Park Canopy and Picnic Table Project is complete and \$3000 has been received from Yellowstone Caviar. It was suggested a sign or plaque be on the wood carved bear. Ken Forbregd is the head of that committee and he said the committee would discuss that.

Broadway Ave. Drainage Problem. No new news from MT DOT.

Fire and Emergency Sirens. Dixie is working on this project and is searching for grants at this time.

August 4, 2003 cont.

Scanner. The Gateway computer will be upgraded to handle the scanner. Bruce had information on expected life of CD's due to lack of silver content. The expected life of a CD is 5 years. Bruce questioned if this was the way to go for preservation of records.

Street Repairs & Chip/Seal Job. Bob said Franz should finish patching the streets on Tuesday and the chip/seal would start on Wednesday.

Cemetery Trees. No new news.

Culbertson Community Development Corp. Attorney Hennessy said the Culbertson Community Development Corp. Federal ID and 501(c)3 came back from the state and further clarification was needed and he will be handling that. Paul said he would talk to Kraig Smith about the By-Laws.

Vet Clinic. The Western Vet Clinic held at the fire hall was a success and they will plan to do this annually in Culbertson.

Public Comment on 2003 - 2004 Budget. There was no public comment on the 2003 - 2004 Budget.

Building Permits. Building permits for Dave Dean, Tom Hansen, Todd Sherman and Wayne Hendrickson were approved and signed.

GJV's. General journal vouchers #249, 250, 249.1 - 249.7, UBV 169 - 174 were approved and signed.

Community Improvement Fund. Paul S. Finnicum made a motion to amend Ordinance No. 195, An Ordinance Creating A Community Improvement Fund And Loan Program For Real Estate Development In The Town Of Culbertson. The amendment will read 1) The Town of Culbertson may offer and make loans to a maximum \$3500. per residence/owner for actual costs of real estate improvements specified below:. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Clerk will send Tom Hansen an application form and clerk will make sure it is noted on the application that the town is filing a lien on the property.

Blading Alleys. The Roosevelt County Commissioners and County Road Supt. received the towns request for assistance blading the alleys. Bob said he will arrange this with the county guys when time is available for them and town.

DNRC. The town cannot prepay any DNRC Bonds at this time. The State cannot prepay its bonds. If the town is interested in prepayment of our debt, arrangements can be made as of 9-1-04.

Pool. Council received a letter from Brockton Summer School Program Coordinator complimenting our pool staff and thanking the town council for supporting our pool program.

Primary Election. Bernie W. Finnicum made a motion to approve Resolution No. 322, whereas, the Election Administrator determined that a primary election need not be held. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

August 4, 2003 cont.

Wages 2003 - 2004. Bernie W. Finnicum made a motion to approve Resolution No. 323 establishing personnel wages effective July 1, 2003. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Capital Improvement Program. W. Bruce Houle made a motion to approve Resolution No. 324 to earmark the use of Capital Improvement Program Funds. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Water. Paul Finnicum wanted to use water services only on lots 9 & 10 Block 8 Cushings First Addn. to water horses that would be down the hill from the property. Council said he would be charged for water use and a construction fee assessment but he must install a back flow prevention device.

Council received a complaint about the property south of Norman Olson's property. The property is a mess. Clerk will send Robert Larsen a letter asking him to clean it up.

Audit. Jack Scotson made a motion to accept CHMS, P.C. audit proposal for FY ending 6-30-03 \$3300 and FY ending 6-30-04 \$5450. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

MT League of Cities & Town Convention. No one will be attending.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Amber Snyder	223.12	Roos. Memorial Clinic	70.00
Jamie Raaum	223.12	First Community Bank	24.00
Nicole Aspenlieder	446.25	Postmaster	88.32
Postmaster	37.00	Dixie Berwick	1411.50
Roos. Co. Treasurer	10.00	Kile Martin	817.34
The Searchlight	268.85	MMIA	2383.23
Western Vet Clinic	55.00	Odean Kilsdonk	1590.56
Dixie Berwick	66.43	Robert Jasper	2761.47
Amber Smith	21.93	Cellular One	47.56
Amber Snyder	84.37	Dept. of Public Health	16.50
Jamie Raaum	57.38	MMIA	2008.95
Kelsey Larsen	38.25	Odean Kilsdonk	35.00
Nicole Aspenlieder	168.75	Sheridan Electric	15.00
Tiffany Marchwick	20.52	Sheridan Electric Coop.	385.50
First Community Bank	21.58	Utilities Underground	8.68
Amber Smith	50.71	First Community Bank	2046.54
Amber Snyder	193.36	MT Dept of Revenue	338.82
Carol Christoffersen	17.09	PERS	1069.76
Jamie Raaum	120.86	The City Line	11.82
Kelsey Larsen	24.17	Falcon Pump Supply	68.66
MMIA	2813.43	Miller Oil Co.	105.14
Nicole Aspenlieder	435.00	MDU	11.78
Raedelle Aspenlieder	1835.91	Nemont Telephone	47.80
Tiffany Marchwick	48.34	Oelekrs Servicenter	443.33
A T & T	73.07	Triangle Elec.	150.77
Gaffaney's	109.66	Williston Landfill	980.66
Handy Andy's	43.34	TOTAL	<u>\$16,938.69</u>
Hawkins Water Treatment	427.75		
MMCTFOA	50.00		

August 4, 2003 cont.

General Fund cont.:

MMIA	1845.51
Roosevelt County	914.65
The Searchlight	15.20
Thompson Pools	43.94
VanDiest Supply Co.	1480.50
Western Bank of Chinook	5230.89
Abby Larsen	76.95
Amber Smith	897.96
Amber Snyder	696.02
Bruce Waldhausen	135.00
First Community Bank	2852.54
Jamie Raaum	753.57
Jeri Gustafson	1109.48
Kelsey Larsen	314.70
MT Dept of Revenue	352.15
Nicole Aspenlieder	817.00
PERS	334.18
Roos. Co. Sheriff Dept.	916.66
Samantha Engelke	437.22
Shasta Dean	141.22
Tiffany Marchwick	154.21
Alan Aspenlieder	400.00
The City Line	1545.63
EZ Computer	95.00
Farm Plan	6.70
Miller Oil Co.	81.54
MDU	184.78
MDU	250.67
Nemont Telephone	242.95
Oelkers Servicenter	58.30
Thompson Pools	35.77
TOTAL	<u>\$30,406.13</u>

Special Funds:

MDU	1009.95
Betty Schroeder	115.44
Kile Martin	34.05
MMIA	1499.80
Robert Jasper	449.55
Car Quest	204.22
Farmers Union Agronomy	13.33
Kadrmass, Lee & Jackson	90.72
Karen Baxter	37.04
MMIA	443.54
Roos. Memorial Med Center	40.00
First Community Bank	160.78
MT Dept of Revenue	24.92
PERS	82.18
The City Line	9.85
Farm Plan	13.50
Franz Construction	441.00
Miller Oil Co.	128.42
MDU	9.57
TOTAL	<u>\$4,807.86</u>

Meeting adjourned at 9:50 p.m.


Clerk


Mayor

September 8, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Guests: Jim Baldwin, Curt Thiessen, Lavern Anderson, Allan Waldow, Steve Baldwin, Marylyn Weeks, Evelyn Casterline, Karen Baxter, Fern Anderson, Chad Hilde, Sharon Salvevold, Muriel Park, Laura Christoffersen, Dick Iverson, Jim Salvevold, Duane Hekkel and Jim Shanks.

Bernie W. Finnicum made a motion to approve the agenda with the additions. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the August 4, 2003 minutes and July 31, 2003 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

September 8, 2003 cont.

Curtis Thiessen will be plowing the fire break at the landfill one more time. The cost for this year is \$350.00.

Swimming Pool Improvements. The pool has been acid washed. The prime and paint will be done in accordance with the weather. The concrete will be started the week of Sept. 15th.

East Sewer Lift Station. There was no news on the east sewer lift station and valve manhole heater.

Broadway Ave. No new news from MT DOT on the drainage problem on Broadway Ave.

Fire & Emergency System Siren. Grant search in progress.

Street Repair & Chip/Seal. The street repair and chip/seal project is complete. Bob has been over these streets with the sweeper.

Cemetery. Five more trees will be planted this fall at the cemetery.

Culbertson Economic Development Corp. The Articles of Incorporation of Culbertson Economic Development Corporation have been filed with the Secretary of State. The filing number: D-126141-490294 dated 8-25-03. A copy of the Bylaws of the Wolf Point Development Corporation were given to the council and Attorney Hennessy for review. Attorney Hennessy will make the appropriate changes for Raedelle and she will type the new draft for review at the Oct. 6, 2003 council meeting.

Dry Prairie Rural Water. Attorney Hennessy has the as built description necessary for the Dry Prairie Rural Water Main Pipeline Easement and Temporary Construction Easement. The document can be prepared when necessary.

Alleys. Roosevelt County provided assistance to blade all the alleys. The town paid the wages for 2 men to complete this project.

Floodplain. Laura Christoffersen was a spokesman to discuss the concern of area residents over the elevation increase on the Tom Hansen property. Laura asked if a hydrology study had been done prior to approving the permit. Richard Iverson suggested creating the old creek bed to divert water. The creek bed could be 20' - 30' wide and about 4' deep. They asked if the town would have the engineer look at the situation. The group was informed that the Tom Hansen structure and landscaping are not in the floodplain. Paul S. Finnicum made a motion to have Don Loomer take a look at the area, starting at Marylyn Weeks. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will ask Don Loomer to attend the Oct. 6, 2003 meeting with results.

Old Highway 16 North. Several of the visitors present wanted to address old Highway 16 North with County Commissioner Jim Shanks. Apparently the county is thinking about grinding up the asphalt and making this a gravel road. Jim Baldwin has inspected the road and determined what percentage of the road needs to be repaired and the amount of material required for the repairs. County Commissioner Jim Shanks was provided copies of information dating back to 1987 concerning maintenance of this road due to the location of the landfill. Paul S. Finnicum made a motion to write a letter to the county commissioners to keep old Highway 16 North open and the asphalt surface maintained as they had previously agreed to according to documentation dating back to the opening of the landfill in 1987. The road in the current condition is a public safety issue. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

SECRETARY OF STATE

STATE OF MONTANA
BOB BROWN

COPY

Business Services Bureau
Pat Haffey, Deputy



Montana State Capitol
PO Box 202801
Helena, MT 59620-2801
(406)444-3665
<http://www.state.mt.us/sos/>

HENNESSY LAW OFFICE PC
PO BOX 756
WILLISTON ND 58802-0756

August 28, 2003

Dear Sir or Madam:

RE: CULBERTSON ECONOMIC
DEVELOPMENT CORPORATION

ARTICLES OF INCORPORATION
Date of Filing: August 25, 2003
Filing Number: D-126141 - 490294

I've approved the filing of the documents for the above named entity. The document number and filing date have been recorded on the original document. This letter serves as your certificate of filing and should be maintained in your files for future reference.

Thank you for giving this office the opportunity to serve you. If you have any questions in this regard, or need additional assistance, please do not hesitate to contact the Business Services Bureau professionals at (406) 444-3665.

Sincerely,

Bob Brown

Bob Brown
Secretary of State
Enclosure

ARTICLES OF INCORPORATION
OF

STATE OF MONTANA
FILED
AUG 25 2003

CULBERTSON ECONOMIC DEVELOPMENT CORPORATION

SECRETARY OF STATE

496294

We, the undersigned natural persons of the age of 21 years or more, acting as incorporators of a corporation under the Montana nonprofit corporation statutes Ch. 35-2 et seq. M.C.A., adopt the following Articles of Incorporation for such corporation.

ARTICLE I

The name of said corporation shall be: CULBERTSON ECONOMIC DEVELOPMENT CORPORATION.

ARTICLE II

The period of its duration is perpetual.

ARTICLE III

The purposes for which the corporation is organized are:

1. For public benefit, regardless of membership, operating for scientific, educational and charitable purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1986 and in this connection, to promote the general economic welfare of the Town of Culbertson and its trade area in eastern Montana and western North Dakota, business and industry start-ups, improvements and enhancements and job creation and to these ends to take and hold by bequest, devise, gift, grant, purchase, lease or otherwise any property, real, personal, tangible or intangible, or any undivided interest therein, without limitation as to amount or value; to sell, convey, or otherwise dispose of any such property and to invest, reinvest, or deal with the principal or the

income thereof in such manner as, in the judgment of the directors, will best promote the purpose of the Corporation and the Town of Culbertson without limitation, except such limitations, if any, as may be contained in the instrument under which such property is received, this Certificate of Incorporation, the Bylaws of the corporation, or any laws applicable thereto. To do any other act or thing incidental to or connected with the foregoing purpose or in advancement thereof, but not for the pecuniary profit or financial gain of its Corporation Law. In furtherance of its corporate purposes, the Corporation shall have all general powers enumerated in the Montana Not-for-Profit Corporation Law.

2. To have and exercise all of the powers conferred by the laws of the State of Montana upon corporations formed under the laws pursuant to and under which the corporation is formed, as such laws are now in effect or may at any time hereafter be amended.

3. To do everything necessary, proper, advisable and convenient for the accomplishment of any of the purposes or obtaining any of the objectives or the furtherance of any of the powers herein set forth, and to do every other act and thing incidental thereto or connected therewith which is not forbidden by the laws of the State of Montana or by the provisions of these Articles of Incorporation.

4. The corporation is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

ARTICLE IV

The membership of this corporation shall consist of any person, limited liability company, corporation or other legal entity in the United States interested in the Culbertson Economic Development Corporation. It shall be available to all persons, regardless of race, color or national origin. No capital stock shall be issued.

ARTICLE V

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provisions for the payment of all of the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the District Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VI

Provisions for the regulation of the internal affairs of the corporation are:

1. The funds of the corporation shall be raised by membership fees and donations from individuals and civic organizations upon mailing and direct requests and authorized by the State of Montana. The funds so raised, after the deduction of local campaign and operating expenses, shall be used exclusively for the

furtherance of the purposes stated in Article III.

2. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, directors, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered.
3. No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
4. Notwithstanding any of the provisions of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE VII

The address of the initial registered office of the corporation is Culbertson Economic Development Corporation, 210 Broadway, P.O. Box 351, Culbertson, Montana, 59218-0351 and the name of the initial registered agent is RAEDELLE ASPENLIEDER.

ARTICLE VIII

The number of directors constituting the initial board of directors of the corporation is three (3) and the names and addresses of the persons who are to serve as directors until the first annual meeting or until their successors are elected and shall qualify are:

Gordon Oelkers
415 1st Ave. E.
Culbertson, MT 59218

W. Bruce Houle
210 1st Ave. W.

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SECRETARIAT OF STATE

Culbertson, MT 59218

Bernie W. Finnicum
209 1st Ave. W.
Culbertson, MT 59218

ARTICLE IX

The name and address of each incorporator is:

Gordon Oelkers
415 1st Ave. E.
Culbertson, MT 59218

W. Bruce Houle
210 1st Ave. W
Culbertson, MT 59218

Bernie W. Finnicum
208 1st Ave. W.
Culbertson, MT 59218

ARTICLE X

The officers selected to hold office until the Board of Directors regularly meets and has its first meeting and successors are elected are:

President	Gordon Oelkers
Vice President	W. Bruce Houle
Secretary-Treasurer	Raedelle Aspenlieder

We, Gordon Oelkers, Chairman of the Board, and Raedelle Aspenlieder, being first duly sworn, say that we each have read the foregoing application and know the contents thereof, and verily believe the statements made therein to be true.

DATED at Culbertson, Montana, this 7 day of July, 2003.

W. Bruce Houle
W. BRUCE HOULE
DIRECTOR AND INCORPORATOR

Bernie W. Finnicum
BERNIE W. FINNICUM
DIRECTOR AND INCORPORATOR

STATE OF MONTANA)
 :SS
COUNTY OF ROOSEVELT)

On this 7 day of July, 2003, before me, a notary public, in and for said County and State, personally appeared W. Bruce Houle, Director and Incorporator, known to me to be the person described in an who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Ronaldie Aspenhick
Notary Public

My commission expires 12-17-2005

STATE OF MONTANA)
 :SS
COUNTY OF ROOSEVELT)

On this 7 day of July, 2003, before me, a notary public, in and for said County and State, personally appeared Bernie W. Finnicum, Director, and Incorporator, known to me to be the person described in an who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Ronaldie Aspenhick
Notary Public

My commission expires 12-17-2005

September 8, 2003 cont.

Building Permits. Building permits for Tina Finnicum, Nicholas Williams, Mike Wilson and the USDA Building were approved and signed.

Community Improvement Fund. Council received a request from Tom and Nancy Hansen for use of Community Improvement Funds for architectural landscape rock walls in both the front and back of the property and fill in the area behind the wall to match the elevation at the North West corner of their lot. W. Bruce Houle made a motion to approve the request for \$1877.79 @ 7% for 7 years. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Library. Some of the guests present were specifically interested in the Multi-Use Building that would house the library. Marylyn Weeks asked about the status of grant writing. The Community Development Block Grant Program applications are due April 15, 2003. County Commissioner Jim Shanks said the CDBG grant is a matching grant so if the county receives the grant the county has to match, which is about \$300,000 - \$350,000. Jim said to go full steam ahead with the grant application. The project would still require approximately \$200,000. Foundations grants will be sought also. Commissioners Shanks will be handling the MT DOT portion of the project. He will find out whether they are in or out of the project.

Paul S. Finnicum made a motion to hire Ecolab to assist with the bat problem at the library, approximate cost \$2500. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Water School. Bernie W. Finnicum made a motion to have Odean Kilsdonk attend the Water School in Bozeman Sept. 22 - 25. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Soccer. Paul S. Finnicum made a motion to donate \$300.00 to the soccer program for equipment. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Snow Blower. Paul S. Finnicum made a motion to purchase a 46" snow thrower from John Deere for the JD F735. Bernie W. Finnicum seconded the motion. All voted in favor fo the motion. MOTION CARRIED.

Landfill. Council reviewed landfill inspection report dated 8-18-03. Recent information from the Montana Department of Environmental Quality is that the annual landfill license fees will increase 20% and Class III Landfills will be charged a tonnage fee. Class III facilities do not currently pay tonnage fees.

Corrpro Waterworks. Jack Scotson made a motion to renew the Annual Service Agreement for the Water Storage Tank Cathodic Protection System. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Mallard Cablevision. Town received bankruptcy notice for Mallard Cablevision. Clerk will see if the franchise fees are current.

Community Improvement Fund. W. Bruce Houle made a motion to approve first reading of Ordinance No. 197, An Ordinance Amending The Community Improvement Fund And Loan Program For Real Estate Development In The Town Of Culbertson. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

MT Hiline Sewer. Paul S. Finnicum made a motion to request quotes for sewer main line root kill, and give MT Hiline Sewer 2 additional weeks to get the necessary

September 8, 2003 cont.

MT Hiline Sewer cont.

applicators license to apply the sewer main line root kill. In 2 weeks the town council will move on this project. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will send MT Hiline Sewer a letter stating the above.

Dry Prairie Rural Water. Dry Prairie Rural Water System will be holding a Preconstruction Conference for the Culbertson to Medicine Lake Project on Wednesday, September 17, 2003 at 9:00 a.m. in the Town Hall. W. Bruce Houle made a motion to have Bob attend the Preconstruction Conference. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Budget. Jack Scotson made a motion to approve Resolution Number 325 to set an All-Purpose levy of 142.11 mills and Library 9.88 mills, a total of 151.99 mills for fiscal year ending June 30, 2004. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Pool. Council would like Jeri Gustafson to do swimming pool evaluations on the lifeguards.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Amber Snyder	221.25	Finnicum's	63.62
Culbertson Pharmacy	6.68	Larsen Builders	89.78
EZ Computer	395.00	MDU	485.52
Finnicum's	277.26	MDU	339.04
Jamie Raaum	177.00	Kile Martin	490.98
Larsen Builders	25.99	Postmaster	86.71
MDU	204.72	Dixie Berwick	1321.32
Nicole Aspenlieder	442.50	Odean Kilsdonk	1509.67
Tiffany Marchwick	44.25	Robert Jasper	2238.76
EZ Computers	960.00	Bruns Electric	97.36
Abby Larsen	190.44	Cellular One	47.56
Amber Smith	460.54	The City Line	12.32
Amber Snyder	741.92	Doug Portra	41.91
Jamie Raaum	624.53	Farm Plan	45.48
Jeri Gustafson	527.88	Finnicum's	1.25
Kelsey Larsen	197.39	First Community Bank	1676.00
Nicole Aspenlieder	580.17	Hach Company	188.00
Samantha Engelke	344.35	Hawkins, Inc.	102.45
Shasta Dean	208.77	Hometown Market	10.73
Tiffany Marchwick	86.67	Jeremy Waldow	18.43
Raedelle Aspenlieder	1835.91	Mike Olson	61.08
A T & T	68.72	Miller Oil Co.	457.16
American Red Cross	223.00	MT Dept of Revenue	269.88
Bruce Waldhausen	100.00	MDU	21.10
Bruce Waldhausen	135.00	MDU	1019.88
CHMS, PC	2950.00	Nemont Telephone	46.42
Carol Christoffersen	17.09	Oelkers Servicenter	559.14
The City Line	953.23	PERS	933.11
Culbertson Pharmacy	2.99	Ross Rosaaen	37.40
EZ Wireless	17.46	Sheridan Electric	221.00
Farm Plan	58.60	The Saturday Evening Post	17.70
Finnicum's	38.22	Triple M	4.00
First Community Bank	1686.62	Utilities Underground	3.72
Gaffaney's	105.04	Williston Landfill	1048.06

September 8, 2003 cont.General Fund cont.

Great Northern Development	716.00
Hawkins, Inc.	169.20
Hometown Market	26.04
Hometown Market	21.93
Larsen Builders	540.01
Miller Oil Co.	56.41
MT Dept of Revenue	225.75
MDU	238.67
Nemont Telephone	260.06
Oelkers Servicerter	131.95
Postmaster	150.00
PERS	334.18
Red Hot Fire Ext.	101.40
Roosevelt Co. Sheriff Dept.	916.66
Roosevelt Co. Treasurer	10.00
The Searchlight	85.50
Williston Basin Floral	37.45
Hennessy Law Office	2190.78
TOTAL	<u>\$21,121.18</u>

Enterprise Funds cont.

Hawkins, Inc.	634.00
MDU	399.28
TOTAL	<u>\$14,599.82</u>

Special Funds:

Barnes & Noble, Inc.	493.28
Finnicum's	159.30
First Community Bank	42.43
Larsen Builders	223.58
MDU	63.30
MDU	1009.95
Kile Martin	48.56
Dallas Dehner	70.00
Michael Nickoloff	70.00
Robert Jasper	668.73
American Library Preview	184.52
Betty Schroeder	115.44
Carquest Auto	247.77
The City Line	9.85
Farm Plan	284.11
Finnicum's	308.81
First Community Bank	278.80
Franz Construction	4402.00
Franz Construction	88549.75
Kadmas, Lee & Jackson	7790.09
Karen Baxter	21.88
Ken's Refrigeration	271.00
Miller Oil Co.	105.75
MT Dept. of Revenue	40.01
MT Historical Society	29.00
MDU	86.11
National Geographic	17.95
Oelkers Servicerter	15.00
Pack-O-Fun	21.97
PERS	148.75
Roos. Memorial Hosp.	40.00
Material Testing Serv.	75.00
MDU	1028.28
TOTAL	<u>\$106,920.97</u>

Meeting adjourned at 9:30 p.m.

Raedelle Aspenlieder
Clerk

Salvatore
Mayor

October 6, 2003. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Guests: Don Loomer, Tom & Nancy Hansen, Muriel Park, Jim & Sharon Salvevold and Keenan Engelke.

October 6, 2003 cont.

Paul S. Finnicum made a motion to approve the agenda. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the September 8, 2003 minutes and August 31, 2003 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Floodplain. Don Loomer with Kadrmas, Lee & Jackson did a recent general survey of the Tom & Nancy Hansen property to see where the floodplain is compared to the FEMA map. The construction plans for the Hansen property are out of Zone A of the floodplain map.

Tom Hansen also gave a presentation of the construction plans for his property.

Muriel Park and Jim Salvevold stated that in the 1998 flood, they did not get flood water it was from the sewer.

Tom Hansen discussed the 2 - 3/4" waterlines that are on his property and the fact that he wants a 1" line. Bernie W. Finnicum made a motion to abandon the 2 old 3/4" lines and install a new 1" line. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Swimming Pool Improvements. The concrete work will be done on Tuesday, Oct. 7th. Plans are to prime and paint the pool yet this week.

Broadway Floral Property. Work in progress.

East Sewer Lift Station & Valve Manhole. No new news about heaters for the east sewer lift station and valve manhole.

MT DOT. No new news on the drainage problem on Broadway Ave. from the Montana Dept. of Transportation.

Fire & Emergency System Siren. Dixie will get some grants written for the fire and emergency system siren project.

Street Repairs - Chip/Seal SID #11. The street repairs and chip/seal of SID #11 and east side fo' town are complete. Clerk presented council with a project cost sheet.

Cemetery Trees. Five more spruce trees were planted at the cemetery. This project is complete.

Culbertson Community Development Corp. Attorney Hennessy discussed the Bylaws for the Culbertson Community Development Corporation. How many names for the Board of Directors and can there be a proxy vote? Paul S. Finnicum made a motion to have a 5 member Board of Directors and allow a proxy vote. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Discussion was to make the director terms in conjunction with the Town Council term dates.

Library. Ecolab representative was here to take another look at the library bat problem. He will clean and seal all holes. The roof has a hole and the town will fix the roof. The bats are migrated out now, it is a good time to have Ecolab fix the problem.

Mallard Cablevision. Mallard Cablevision still owes for the 2002 franchise fee. This will eventually be paid if Mallard Cablevision is sold or through bankruptcy court.

October 6, 2003 cont.

Old Hwy. 16 North. Old Highway 16 North has been patched by Roosevelt County. Town will send a thank you to the Roosevelt County Commissioners.

Building Permits. Building permits need to be filled out on town forms. Building permits will not be considered if not complete. Mike Wilson's building permit was approved. Michael Nickoloff's building permit was not approved.

Community Improvement Fund. The Community Improvement Fund and Loan Program Application was revised by Attorney Hennessy. The form will be reviewed by the council at the November meeting.

Prebuy Propane. Paul S. Finnicum made a motion to prebuy 2000 gal. propane @ .92¢/gal. from Miller Oil Co. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Phone/Fax. Office phone/fax/answering machine may not be repairable. Gaffaney's quoted \$600.00 for a phone/fax machine. Clerk will shop around.

Community Improvement Fund. Paul S. Finnicum did second reading of Ordinance No. 197 An Ordinance Amending The Community Improvement Fund And Loan Program For Real Estate Development In The Town Of Culbertson. All voted in favor of second reading.

MMIA. Montana Municipal Insurance Authority sent the completed re-valuations update for town council final review and confirmation. Council approved as is.

Sewer Mains. Council reviewed the only quote received for vapor rooting from Pace Construction. W. Bruce Houle made a motion to have Pace Construction vapor root 2330' @ \$1.65/ft. Jack Scotson seconded the motion. MOTION FAILED. W. Bruce Houle made a motion to have Pace Construction vapor root 3875' @ \$1.65/ft. \$6393.75, subject to a lower bid on the 6" mains. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. A report will be needed upon completion.

Workshop. Jack Scotson made a motion to have Raedelle attend the "Infrastructure: How Do We Begin, And How Can We Afford It?" workshop in Miles City on Oct. 22nd. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Garbage. Farmers Union Agronomy requested garbage service. It was determined that the Farmers Union Agronomy is in the town limits. Jack Scotson made a motion to pick-up Farmers Union Agronomy garbage once per week at the minimum commercial rate of \$12.00/month. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Hillside Cemetery. Council discussed the new addition of the cemetery. At one time the council wanted to only allow monuments that would be flush with the ground for maintenance reasons. After discussion the council decided not to impose any restrictions on the monuments in the new addition.

Floodplain. Clerk contacted Karl Christians - FEMA - State Floodplain Management about coming to Culbertson for a public meeting concerning floodplain management. This would give residents an opportunity to ask any questions they may have concerning the floodplain. Clerk will advertise this meeting in the local paper and send letters to the residents that are in the floodplain.

October 6, 2003 cont.

Swimming Pool. Jeri Gustafson has the swimming pool evaluations.

Building Permits. Clerk will put a notice in the paper about building permits being required. Some minor revisions will be made to the building permit form.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
First Community Bank	39.00	Burns Telecom Center	118.00
Postmaster	37.00	Odean Kilsdonk	110.00
Carol Christoffersen	17.09	Postmaster	87.40
Raedelle Aspenlieder	1835.91	Dixie Berwick	1371.46
First Community Bank	514.22	Odean Kilsdonk	1569.95
MT Dept of Revenue	57.33	Robert Jasper	2157.50
MMIA	1007.66	First Community Bank	1502.34
PERS	334.18	MT Dept of Revenue	57.68
Raedelle Aspenlieder	43.27	MMIA	944.06
A T & T	48.05	PERS	930.77
Bruce Waldhausen	135.00	Cellular One	47.56
The City Line	39.50	The City Line	14.80
CNA Surety-Western Surety	100.00	Curtis Thiessen	350.00
Culb. Soccer League	300.00	Dept of Public Health	16.50
EZ Wireless Service	30.00	Finnicum's	41.14
Finnicum's	77.22	Hawkins Water Treatment	293.90
Hawkins Water Treatment	18.87	Kadrmass, Lee & Jackson	1246.68
Larsen Builders	180.43	Miller Oil Co.	199.45
Miller Oil Co.	76.10	MT Dept of Revenue	243.62
MT Dept of Revenue	90.41	MDU	11.43
MDU	80.00	Nemont Telephone	46.40
MDU	256.78	Northwest Pipe Fittings	321.86
Nemont Telephone	178.73	Oelkers Servicenter	285.71
Q Business Source	137.78	Robert Jasper	7.59
Roosevelt Co. Sheriff Dept	916.66	Sheridan Electric	15.00
The Searchlight	64.00	Utilities Underground	2.76
Thompson Pools	77.42	Williston Landfill	993.47
Will's Office World	43.27	TOTAL	\$12,987.03
TOTAL	\$6,735.88		

<u>Special Funds:</u>		<u>Special Funds cont.</u>	
Betty Schroeder	115.44	Finnicum's	50.84
Robert Jasper	294.20	Kadrmass, Lee & Jackson	1033.17
First Community Bank	91.94	Miller Oil Co.	16.15
MT Dept of Revenue	6.35	MT Dept of Revenue	12.86
MMIA	118.38	MDU	25.22
PERS	51.66	MDU	9.57
Cactus Concrete Products	105.63	Neubauer Tree Farm	1200.00
The City Line	32.14	O, The Oprah Magazine	15.00
Consumer Reports	26.00	Oelkers Servicenter	119.00
Farm Plan	129.13	Redbook	15.00
Roos. Memorial Medical	40.00	The Other Place	15.00
Sidney Red-E-Mix	72.00	Valley Motor Supply	95.67
		TOTAL	\$3,690.35

Meeting adjourned at 9:30 p.m.


Clerk


Mayor

November 3, 2003. The Culbertson Town Council met in regular session with the following present: Jack Scotson, W. Bruce Houle, Gordon Oelkers, Robert Jasper and Raedelle Aspenlieder. Absent: Paul S. Finnicum, Bernie W. Finnicum and Greg Hennessy. Guests: Rob Oelkers, Mrs. Kristina Olson, Tiffany Marchwick, Tasha Thorpe, Ronnie Shanks and George Johansen.

Jack Scotson made a motion to approve the agenda with the addition of the Sophomore Class representation. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson and W. Bruce Houle. Absent and not voting: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Jack Scotson made a motion to approve October 6, 2003 minutes and September 30, 2003 Treasurer Report. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson and W. Bruce Houle. Absent and not voting: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Sophomore Class. Tiffany Marckwick represented the sophomore class. The class of 2006 would like to adopt the Town of Culbertson. They would like to clean the town by picking up garbage on selected days each year. They have set 3 days that the class will be cleaning the town. The first time will be Earth Day 4-22-04, 6-1-04 and 9-18-04. The class of 2006 will offer this project to the freshmen or sophomore classes when they graduate. W. Bruce Houle made a motion to support the project of the class of 2006. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle and Jack Scotson. Absent and not voting: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Mowing. George Johansen talked to the council about the bill he received for mowing of his property by the town. A letter was sent prior to the mowing, but Mr. Johansen said he never received the letter. Mr. Johansen doesn't feel this was right and he should not have been billed for something he never asked to have done. He said he had asked Paul Finnicum to mow this area, and when Paul went to mow, it was already done. Jack Scotson made a motion to suspend the bill. The motion died for lack of a second. Clerk will send Mr. Johansen a letter on council action.

Swimming Pool. The swimming pool has been acid washed and primed. The painting will have to be done next spring. The deck area concrete is complete.

Broadway Floral Property. Raedelle reported on the funding workshop that was in Miles City 10-22-03. The multi-use building project is a county project. Roosevelt County has a CDBG application in for the Senior Citizen Center in Wolf Point. A sponsor cannot have 2 applications in with CDBG unless one of the projects is 90% drawn down. The Senior Citizen Center project will not be 90% drawn down at the proper time, so the multi-use facility in Culbertson cannot apply for CDBG funding until the 2005 funding cycle. Rural Development is another possibility for funds for the project. Gordon said we will have another committee meeting before Christmas.

East Sewer Lift Station. No new news on heaters for the east sewer lift station and valve manhole.

MT DOT. No new news on the drainage problem on Broadway Ave.

Fire & Emergency System Siren. No new news on Fire & Emergency System Siren and funding. Council said to have Dixie come to the December council meeting.

Culbertson Community Development Corp. Attorney Hennessy is working on the bylaws for the Culbertson Community Development Corp.

November 3, 2003 cont.

Library Building. Ecolab did some clean-up and sealing of holes in the Library building upstairs for the bat problem.

Sewer Mains. Pace Construction will be in Culbertson to do the vapor rooting when they go to Glendive.

State Floodplain Management. Karl Christians - FEMA - State Floodplain Management will come to Culbertson for a public meeting in November. Raedelle will call him to get a firm date.

Building Permits. Council reviewed the revised building permit form. It was acceptable.

GJV's. General journal vouchers #68, 69, 70 and UB 186-190 were approved and signed.

Community Improvement Fund. The Application For Culbertson Community Improvement Fund And Loan Program was reviewed. Jack Scotson made a motion to accept the Application For Culbertson Community Improvement Fund And Loan Program as revised. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson and W. Bruce Houle. Absent and not voting: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Swimming Pool Evaluations. Jeri Gustafson has the swimming pool evaluations.

Caller ID. Caller ID for the office phone would be an additional \$6.00/month to show name and number and \$4.00/month to show number only. No action was taken.

Sewer Lagoons. Anyone dumping in the town sewer lagoons needs to report to the office so it can be recorded. We need to keep a log, just as we do for the landfill. Clerk will put a form together that can be used.

Park Bathrooms. W. Bruce Houle was asked if the town could keep the park bathrooms open for hunting season. There is no heat in the park bathrooms, and the building was not constructed or insulated for heat.

DNRC Bonds. Raedelle discussed early pay-off of DNRC Bonds. Anna Miller from DNRC will be calling with more information. Town would look at 100% pay-off. Culbertson needs to be aware of the target rates for Montana for water and sewer rates. Raedelle will start working on water and sewer rate structure and will also call Anna Miller.

Council Wages. Each councilman received a copy of the responses received concerning Mayor and Council wages. The council will review this and it will be discussed at the December meeting.

Demolition Permit. Council received copies of the Demolition Permit and Town Ordinance for Removal, Repair Of Or Demolition Of Buildings. Clerk will revise the Demolition Permit to fit our current needs and council will review it in December.

Final Draft of the Pre-Disaster Mitigation Plan. The town received the final draft of the Pre-Disaster Mitigation Plan for Culbertson and Roosevelt County. Dan Sietsema said the town should adopt the plan by Resolution. The council would like Dan Sietsema to attend the December 1, 2003 council meeting to present the plan and answer any questions. The councilmen would like to read the plan in full.

November 3, 2003 cont.

Landfill Keys. Lloyd Aspenlieder and Gary Johnston would like landfill keys as they do a sideline business of yard maintenance. Jack Scotson made a motion to give Lloyd Aspenlieder and Gary Johnston each a key. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson and W. Bruce Houle. Absent and not voting: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Clerk will draw up a landfill agreement for Lloyd Aspenlieder and Gary Johnston to sign. Items to be stated in the agreement are: a report will be turned in monthly showing the dates and contents they hauled to the landfill, they are not allowed to loan their key to anyone, if they do loan their key out - they will loose their key privilege.

Council also discussed the October landfill hours. It is dark by 5:00 p.m. before the end of October. The council will adjust the October hours before next year.

Snow Blower. Robert Jasper will be ordering the snow blower for the John Deere tractor.

Sickle Mower. W. Bruce Houle made a motion to offer Ray Halvorson \$200.00 for his sickle mower. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle and Jack Scotson. Absent and not voting: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Airport. Today Steve Hampton brought in paperwork from the Aeronautics Division Loan and Grant Program. Steve thought we could apply for a grant to purchase a snow plow truck for the airport. The deadline for the application is Nov. 21st. Due to the short amount of time prior to the deadline, council suggested we gather all the necessary information and apply before Nov. 21, 2004.

The following bills were received by the auditing committee and ordered paid:

General Fund:

MDU	1.27
Hometown Market	103.91
Raedelle Aspenlieder	143.45
Carol Christoffersen	17.09
Raedelle Aspenlieder	1835.91
A T & T	68.62
Bruce Waldhausen	135.00
The City Line	161.89
Ecolab Pest Elim.	400.00
EZ Wireless Service	30.00
Gaffaney's	42.14
Larsen Builders	9056.00
MDU	189.17
Nemont Telephone	134.99
Roosevelt Co. Sheriff Dept.	916.66
Will's Office World	381.26
Finnicum's	33.94
First Community Bank	514.22
Modern Aire Flight Serv.	569.55
MT Dept of Revenue	90.41
MDU	32.62
PERS	334.18
TOTAL	\$15,192.28

Enterprise Funds:

MDU	1182.44
MDU	9.20
Miller Oil Co.	1840.00
Energy Laboratories	507.20
First Community Bank	271.28
Postmaster	88.09
Dixie Berwick	1411.50
Odean Kilsdonk	1644.79
Robert Jasper	2585.96
Badlands Hydraulics	100.37
Becky Pedersen	50.00
Cellular One	47.56
The City Line	20.03
Dept. of Public Health	16.50
Farm Plan	15.56
Hach Company	78.00
Hawkins Water Treatment	116.95
Industrial Systems	904.82
Kohler Communications	63.70
Larsen Builders	1.79
MDU	21.10
Nemont Telephone	46.40
Oelkers Serv.	239.54
Sheridan Electric Co-Op	15.00

November 3, 2003 cont.

Special Funds:

MDU	1028.28
Betty Schroeder	115.44
Robert Jasper	136.11
The City Line	53.12
Franz Construction	80.00
Franz Construction	9838.86
Kadrmass, Lee & Jackson	1408.29
Larsen Builders	61.75
MDU	17.09
Sidney Red-E-Mix	72.00
Taste of Home	12.98
Finnicum's	269.59
First Community Bank	55.22
Miller Oil	109.63
MT Dept of Revenue	6.27
PERS	24.27
TOTAL	\$13,288.90

Enterprise Funds cont.

USA Blue Book	183.37
Utilities Underground	17.94
Williston Landfill	1040.43
Black Hills Trucking	65.00
Douglas Portra	145.34
Douglas Portra	72.94
Finnicum's	6.54
First Community Bank	1724.80
Miller Oil	262.59
MT Dept of Revenue	280.71
PERS	1036.67
TOTAL	\$16,114.11

Meeting adjourned at 9:00 p.m.

Raedelle Aspenlieder
Clerk

Paul S. Finnicum
Mayor

December 1, 2003. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Dixie Berwick, Robert Jasper, Greg Hennessy and Raedelle Aspenlieder. Guests: Rob Oelkers, Keenan Engelke and Clint Jacobs.

Paul S. Finnicum made a motion to approve the agenda. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

W. Bruce Houle made a motion to approve November 3, 2003 minutes and October 31, 2003 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Keenan Engelke and Rob Oelkers did not have anything to discuss with the council.

Dixie reported the web page for hunting/tourism is complete. She would like to add some pictures too. There is information on our parks, Walker RV, outfitters with their links and is linked to Block Management. She will add that licenses can be purchased at Finnicum's and their store hours.

Swimming Pool Improvements. No new news.

Broadway Floral Property. The committee will meet again before Christmas. No date set yet.

East Sewer Lift Station. Jack Scotson made a motion to approve the purchase of an electric heater for the check valve area in the East Sewer Lift Station, for approximately \$700. from Bruns Electric. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

December 1, 2003 cont.

Broadway Ave. - Drainage Problem. No new news from the MT DOT.

Fire & Emergency System Siren. Dixie reported she discussed the Fire & Emergency System Siren project with Dan Sietsema, Roosevelt County Disaster and Emergency Service Coordinator. The siren system is a priority on the pre-disaster mitigation plan, but not the top priority. Council wants the plans and specifications for a system from Dan Sietsema.

Culbertson Community Development Corp. W. Bruce Houle made a motion to approve the Bylaws for the Culbertson Community Development Corp. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Pace Construction. Pace Construction will be here in December to vapor root some of the sewer mains. Town is waiting for a copy of their applicators license.

Floodplain. Karl Christians - FEMA - State Floodplain Management will be in Culbertson for a public meeting in December.

Building Permit. Paul S. Finnicum made a motion to approve the building permit for Al's Mini-Storage of MT. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum Opposed: Jack Scotson. MOTION CARRIED.

GJV's. General journal voucher #71 was approved and signed.

Swimming Pool Evaluations. Jeri Gustafson has the swimming pool evaluation forms for the 2003 season.

DNRC Bonds. No new information on early pay-off of DNRC Bonds.

Council Wages. Paul S. Finnicum made a motion that effective January 1, 2004 town councilmen be paid \$65.00/month regardless of the number of meeting per month, but you must attend the regular meeting to be paid. Jack Scotson seconded the motion. Jack Scotson made a motion to amend the motion to drop the attendance requirement. Paul S. Finnicum seconded the motion to amend. All voted in favor of the motion. MOTION CARRIED. Councilmen will be paid twice each year on the same schedule as the Mayor.

Demolition Permit. Jack Scotson made a motion to approve the revised Demolition Permit. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. Copies of completed Demolition Permits will be sent to the Roosevelt County Assessor.

Pre-Disaster Mitigation Plan. Dan Sietsema did not attend this meeting. This will be on the January agenda.

Landfill Keys. Lloyd Aspenlieder returned the Landfill Agreement signed. Clerk has not heard from Gary Johnston yet.

Franchise - Cable TV. Town received request for transfer of Franchise Agreement from Mallard Cablevision to LB Cable, LLC. Attorney Greg Hennessy advised the town council not to sign as the past-due franchise fee payment for 2002 is not addressed. Attorney Hennessy will call Mallard Cablevision to try to collect the past-due franchise fee.

December 1, 2003 cont.

Fort Peck Community College. Town received a letter from Lana Mikkelsen with Fort Peck Community College AmeriCorps to help promote tourism on the Fort Peck Reservation and surrounding areas. She is looking for feedback in this promotion. Council said to have Dixie contact her and represent the towns interest and get more information.

Gateway To Opportunity. Paul S. Finnicum made a motion to have Dixie attend the Gateway To Opportunity - A Regional Economic Development Forum for the MonDak Area January 6 - 7, 2004 in Glendive. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Dry Prairie Rural Water. Clint Jacobs updated the council on the progress of the water pipeline and the boring that is being done for Dry Prairie Rural Water. Clint presented Culbertson and Dry Prairie Projected Water Requirements. Clerk will review this sheet. Clint said they could be turning on water to Froid in mid-July 2004 and Medicine Lake in August 2004. DPRW regular Board Meeting is December 16th.

The following bills were reviewed by the auditing committee and ordered paid:

General Fund:

Montana State Treasurer	375.00
Carol Christoffersen	17.09
Raedelle Aspenlieder	1835.91
A T & T	62.63
Bruce Waldhausen	135.00
The City Line	665.84
First Community Bank	20.01
Gaffaney's	52.39
Gordon Oelkers	784.97
Modern Aire Flight Service	183.31
MDU	37.59
MDU	54.73
Raedelle Aspenlieder	23.56
Roos. Co. Sheriff Dept.	916.66
The Searchlight	60.80
TOTAL	\$5,225.49

Special Funds:

Betty Schroeder	115.44
Robert Jasper	122.41
The City Line	256.73
Culbertson Implement	2365.00
Family Circle	19.97
Gaffaney's	27.99
Kadmas, Lee & Jackson	83.85
Karen Baxter	45.82
Miller Oil Co.	24.17
MDU	1039.59
MDU	30.07
Oelkers Servicenter	65.35
Roos. Memorial Medical Center	40.00
TOTAL	\$4,236.39

Enterprise Funds:

First Community Bank	175.10
Roos. Memorial Clinic	70.00
Postmaster	87.17
Dixie Berwick	1281.27
Odean Kilsdonk	1438.05
Robert Jasper	2325.81
Alice Larsen	50.00
Bruns Electric	460.56
Cellular One	47.56
The City Line	65.84
DataChem Lab	200.00
Dept. of Public Health	16.50
Hose & Rubber Supply	179.74
Industrial Systems	89.10
Industrial Systems	314.62
Interstate Companies	222.36
Kohler Communications	12.00
Kois Brothers Equip.	298.62
Miller Oil Co.	94.69
MDU	517.81
MDU	20.77
Oelkers Servicenter	395.68
QBS	340.27
Sheridan Electric	15.00
Terry Young	8.95
Triple M	8.35
Utilities Underground	6.90
Williston Landfill	833.73
TOTAL	\$9,576.45

December 1, 2003 cont.

Meeting adjourned at 8:50 p.m.

Rosell Wapenich
Clerk

Sally Allen
Mayor