

January 13, 2020

The Culbertson Town Council met at Townhall in regular session Monday, January 13, 2020, with the following present: Larry Crowder, Mark Nelson, Dave Solem, Abe Rumsey, Nick Oelkers, Bob Japser and Tiffani Trangsrud. Absent: Jeremy Fadness- WWC Engineering and Greg Hennessy – Town Attorney. Guests: Rick Knick and James Walling – Culbertson Community News.

Agenda – Mark Nelson made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Minutes – Dave Solem made a motion to approve the December 9, 2019 Regular Meeting minutes. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Financial and Claims – Mark Nelson made a motion to approve the December Treasurer’s Report, GJV’s, Payroll JV 191200, UB JV’s, and December Bills. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Fish Pond – WWC Engineering is working with Ken Forbregd on the floodplain application and modeling. They hope to submit the application to the Town and DNRC in January.

Water Tank – The Town has signed a contract from Carr Coatings for the interior coating of the tank. Jeremy will begin to coordinate the work for this spring for Pittsburg Tank to complete the work as well as Carr Coatings at the same time so the tank only has to be drained once. This is weather dependent, but the work should be complete in April or May.

MDT Highway 2 Project – Jeremy sent an update to council that he has received applications from SRF to move forward with funding discussions for the water main replacements with the Highway 2 project. The applications will be filled out in January and submitted to SRF. The Town is hopeful to get funding lined up in 2020 so we can start designing the new mains and get the information to MDT to include in their plans for Highway 2.

Street Lights – No News

Nominate President of Council – Mark Nelson made a motion to nominate Abe Rumsey as the President of Council. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Bank Signature Cards – Nick Oelkers made a motion to remove Jaimee Green from all of the Town of Culbertson’s accounts at First Community Bank. Dave Solem seconded the motion. No objections. MOTION CARRIED. Mark Nelson made a motion to add Abe Rumsey along with Larry Crowder and Tiffani Trangsrud to all Town of Culbertson accounts at First Community Bank. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

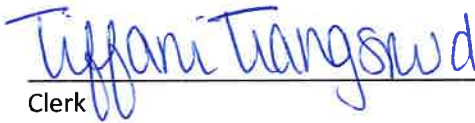
Council Meeting Time – Dave Solem made a motion to move all regular scheduled meetings from 5:30PM to 6:30PM. There will be a formal resolution next month that will reflect this change. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Big Sky Airport – Rick Knick was present to update council on the airport. Council received a Business Operation and Management Agreement with the county. The Town would like Greg Hennessy to review it before it is approved. Rick suggested that council take time and review the following documents to be on the agenda next month: Business Operation and Management Agreement, Capital Improvement Plan, and Culbertson Airport Hangar Area Lease.

Non-Agenda Items – Town Council is planning a work session following the next regular meeting to review ordinances. This will likely be a 1-hour work session.

A regular meeting is scheduled for Monday, February 10, 2020 at 6:30 p.m. at Townhall.

Meeting adjourned at 6:26 p.m.

  
Clerk

  
Mayor

February 10, 2020

The Culbertson Town Council met at Townhall in regular session Monday, February 10, 2020, with the following present: Larry Crowder, Mark Nelson, Dave Solem, Nick Oelkers, Greg Hennessy – Town Attorney, Bob Jasper and Tiffani Trangsrud. Absent: Abe Rumsey, Jeremy Fadness – WWC Engineering. Guests: Amber Fox, Bob Petersen, and Kenny Forbregd.

Agenda – Nick Oelkers made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Minutes – Mark Nelson made a motion to approve the January 13, 2020 Regular Meeting minutes. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Mark Nelson made a motion to approve the January Treasurer's Report, GJV's, Payroll JV 200100, UB JV's, and January Bills. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Fish Pond – The Town is waiting for WWC to finish the floodplain permit before it can be submitted to the DNRC. A well was drilled on the location and it will produce quality water for the pond. Kenny Forbregd is still waiting to hear back from the National Guard on whether they can commit to digging the pond this year.

Water Tank – The tank should be finished this spring.

MDT Highway 2 Project – No news

Street Lights – It was discussed to possibly relocate the street lights on Broadway Avenue to the fish pond. Kenny Forbregd would like to place solar lights at the pond if that is possible. Nick Oelkers will work with Kenny on light options for the fish pond.

Legion Park Access – Greg Hennessy provided council with a discovery update. The town has a water easement on this property.

Sketch/Site Plans – None

Big Sky Airport – Dave Solem made a motion to approve the Business Operation and Management Agreement, Culbertson Airport Hangar Lease Agreement, and Capital Improvement Plan with the amendments presented. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Resolution #481 – Nick Oelkers made a motion to approve Resolution #481 changing the council meeting time to 6:30 pm rather than 5:30 pm on the second Monday of each month. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Roosevelt County – Council discussed where a second siren could be placed in town. Roosevelt County has grant funding to place the additional siren in town. One possible location would be Wheatland Hills. Council would like to table this item until next month.

Community Development Block Grant – Dave Solem made a motion to submit a Request for Proposal to update the Town’s Growth Policy and Capital Improvement Plan. The Town will receive \$30,000 in grant funding and will contribute an addition \$10,000 from the Town’s financials that has already been budgeted for. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Non-Agenda Items – Discussion on the placement of a tower that is potentially being placed west of town took place. Jeremy Fadness and Craig Canfield of KLJ Engineering will work together in processing the correct paperwork as the location for this tower is in the Airport Affected Area that was passed by the Town of Culbertson and Roosevelt County in 2013.

A regular meeting is scheduled for Monday March 9, 2020 at 6:30 p.m. at Townhall.

Meeting adjourned at 7:29 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

February 10, 2020

The Culbertson Town Council met at Townhall in workshop session Monday, February 10, 2020, with the following present: Larry Crowder, Mark Nelson, Dave Solem, Nick Oelkers, Bob Jasper and Tiffani Trangsrud. Absent: Abe Rumsey, Jeremy Fadness – WWC Engineering, and Greg Hennessey- Town Attorney. Guests: Amber Fox

The workshop focused on the Town’s ordinances. There have been complaints regarding vehicles and trailers being parked on the streets for longer than 30 days at a time.

Larry Crowder will contact the Roosevelt County Sheriff’s Department regarding this.

One option the Town is considering is the have the public works department go around town once a month and chalk the vehicles that have not moved. The office staff would be responsible for sending letters letting the owner’s know they are in violation of town code. If the vehicles are not moved within 30 days the office would notify the Sheriff’s Department.

Council also discussed sending mail flyer reminders to all PO Box holders in town. Examples of these would include our parking ordinances as well as lawn ordinances closer to spring.

Another work session will follow the regular scheduled meeting for March.

Meeting adjourned at 8:00 p.m.

Tiffani Trangsrud  
Clerk

Larry Crowder  
Mayor

March 9, 2020

The Culbertson Town Council met at Townhall in regular session Monday, March 9, 2020, with the following present: Larry Crowder, Mark Nelson, Dave Solem, Nick Oelkers, Abe Rumsey, Greg Hennessy – Town Attorney, Bob Jasper and Tiffani Trangsrud. Absent: Jeremy Fadness – WWC Engineering. Guests: Bill Vander Wheele, Ken Forbregd, Ashley Anderson, Lanette Bidegaray, DeAnne Weeks and Shelby Weeks.

Agenda – Dave Solem made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Minutes – Mark Nelson made a motion to approve the February 10, 2020 Regular Meeting minutes and the February 10, 2020 Workshop Meeting minutes. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Nick Oelkers made a motion to approve the February Treasurer's Report, GJV's, Payroll JV 200200, UB JV's, and February Bills. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Fish Pond – Ken Forbregd gave council an update on the progress of the fish pond. The solar panels are now up. Clay will be used for the liner of the pond. The floodplain permit has been submitted to the DNRC. WWC is working on abatement plans for the bridge and it is almost complete. There has been no word from the National Guard on whether they can commit to this project. 21 Construction out of Malta has interest in digging the pond at their cost. The well has been drilled and it will produce more water than we can use.

Water Tank – The tank should be finished this spring. They cannot finish the final sealing until it is above 50 degrees both day and night for one week. Bob Jasper stated there is a valve that needs to be replaced before they can finish the project.

MDT Highway 2 Project – The Department of Transportation has been in touch with the school and they will likely change the design of the parking lot to accommodate for larger vehicles. The school will address the drainage issue at the sports complex in the next 2-3 months.

Street Lights – No News

Legion Park Access – No News

Sketch/Site Plans – None

Roosevelt County – Abe Rumsey made a motion to place an additional siren at the Wheatland Hills subdivision as a first option with the second option being near the pool park. The funding for the siren was approved through a grant received by Roosevelt County. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

MMIA – Employee Benefit Program – Dave Solem made a motion to approve continuing with the Bridger medical plan for Town of Culbertson employees. Premiums will likely increase 5-7% for the next fiscal year for the next fiscal year. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Attorney Services Request for Proposal – Mark Nelson made a motion to advertise for attorney services for the town. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Non-Agenda Items – Bob Jasper will compile a list of surplus property the Town is no longer using. The items will then be placed out for bid. Bob Jasper will work on pricing for pool paint as that needs to be painted before the pool is open this summer.

A regular meeting is scheduled for Monday April 6, 2020 at 6:30 p.m. at Townhall.

Meeting adjourned at 7:03 p.m.

  
Clerk

  
Mayor

March 9, 2020

The Culbertson Town Council met at Townhall in workshop session Monday, March 9, 2020, with the following present: Larry Crowder, Mark Nelson, Dave Solem, Nick Oelkers, Abe Rumsey, Bob Jasper and Tiffani Trangsrud. Absent: Jeremy Fadness – WWC Engineering, and Greg Hennessey- Town Attorney. Guests: Ken Forbregd

The workshop focused on the Town's ordinances. There have been complaints regarding vehicles and trailers being parked on the streets for longer than 30 days at a time.

After discussion council decided to review the parking ordinance and compare it to others in the state. It was suggested to change the period allowed for parking to differentiate between cars, boats, trailers, etc.

In the future, the town will send out direct mailers to all post office box holders in Culbertson regarding ordinances. The Town will not do this until we have reviewed and updated any ordinances if needed.

Another work session will follow the regular scheduled meeting for April.

Meeting adjourned at 7:46 p.m.

  
Clerk

  
Mayor

April 6, 2020

The Culbertson Town Council met at Townhall via Zoom Meeting in regular session Monday, April 6, 2020, with the following present: Larry Crowder, Tiffani Trangsrud and Amber Fox. Councilpersons were present via Zoom: Mark Nelson, Dave Solem, Nick Oelkers, Abe Rumsey, Greg Hennessey – Town Attorney and Jeremy Fadness – WWC Engineering. Guests: Bill Vander Wheete.

Agenda – Mark Nelson made a motion to approve the agenda. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Minutes – Abe Rumsey made a motion to approve the March 9, 2020 Regular Meeting minutes and the March 9, 2020 Workshop Meeting minutes. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Mark Nelson made a motion to approve the March Treasurer's Report, GJV's, Payroll JV 200300, UB JV's, and March Bills. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Sketch/Site Plans – Mark Nelson made a motion to approve a sketch plan submitted by Dave and Erin Solem to build a garage. The plan was reviewed and recommended for approval by WWC Engineering. Nick Oelkers seconded the motion. Dave Solem abstained from voting. No objections. MOTION CARRIED.

Resolution #482 Ratify Declaration for Local Emergency – Nick Oelkers made a motion to approve Resolution #482 ratifying the Mayor’s Declaration for Local Emergency regarding the COVID-19 pandemic. Town Attorney, Greg Hennessey weighed in on this in support of the Town approving these documents in the event the Town needs to purchase supplies and to get funding that is available for expenses due to the virus. Dave Solem seconded the motion. No objections. MOTION CARRIED.

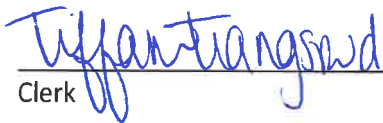
Growth Policy & Capital Improvement Plan Requests for Proposal – The Town received two proposals to update the Growth Policy and Capital Improvement Plan. The proposals were from WWC Engineering and Interstate Engineering. No decisions were made on accepting a proposal at this time. Tiffani Trangsrud will email copies of each proposal to council to review before the May meeting.

Culbertson Swimming Pool – Abe Rumsey made a motion to advertise for swimming pool staff for this summer. Mark Nelson seconded this motion. Council decided to hold off on purchasing pool paint until we have a better idea of if the pool will be able to open this summer regarding the current pandemic. No Objections. MOTION CARRIED.

Non-Agenda Items – The Town Council will hold a budget workshop in May after the Regular Meeting. At this time budget requests, wages and budget allocations will be reviewed. A formal budget hearing would then take place in June to approve a preliminary budget. After the certified mill values are available, a final budget will be approved and submitted to the State of Montana Department of Administration.

A regular meeting is scheduled for Monday May 11, 2020 at 6:30 p.m. at Townhall.

Meeting adjourned at 6:59 p.m.

  
Clerk

  
Mayor

May 11, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, May 11, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Greg Hennessey – Town Attorney. Guests: Amber Fox, Rick Knick, James Walling, Jordan Mayer and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Nick Oelkers made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Minutes – Mark Nelson made a motion to approve the April 6, 2020 Regular Meeting minutes. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Dave Solem made a motion to approve the April Treasurer’s Report, GJV’s, Payroll JV 200400, UB JV’s, and April Bills. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – Abe Rumsey made a motion to approve the floodplain permit for the fish pond. WWC Engineering and the DNRC reviewed the permit. No public comment was received during the 15-day period to do so. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Water Tank – Bob Jasper provided an update that there is a 12” valve that needs to be replaced before the million-gallon tank is fixed. The cost for this would be between \$3000-\$4000. Jeremy Fadness updated council that the tank repairs cannot be completed until the weather is above 50 degrees both day and night.

MDT Highway 2 Project – Jeremy Fadness is working on the SRF Application to secure funding for this project.

Legion Park – Greg Hennessy provided council with a draft affidavit regarding the location of the of the water line located on Knudsen’s property. Currently the line is not being used but it will be in the future when the water plant is back in service. This pipe is not abandoned in place. Council recommended Bob Jasper sign the final affidavit as it is factual and true.

Sketch/Site Plans – Mark Nelson made a motion to approve the sketch plan submitted by Gordon and Nick Oelkers placing manufactured home on a permanent foundation. Abe Rumsey seconded the motion. Nick Oelkers abstained from voting. No objections. MOTION CARRIED.

Review Request Proposals – Capital Improvement Plan & Growth Policy – Dave Solem made motion to select WWC Engineering for the Capital Improvement Plan and Growth Policy project. The Town received two proposals. One from WWC Engineering and another from Interstate Engineering. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Resolution #483 – Requesting Distribution of Bridge & Road Safety and Accountability Program Funds – Dave Solem made a motion to approve this resolution. Under this resolution, the town will receive \$24,962.92 in state funding to use on streets for year 2020-2021. The Town will be responsible for a 5% match. Mark Nelson seconded the motion. No Objections. MOTION CARRIED.

Resolution #484 – Amend Budget for Year 2019-2020 – Mark Nelson made a motion to approve this resolution. The resolution adds Expenditure Account 1000-460443 and Revenue Account 1000-334130 Dept. of Commerce Grants and 1000-365003 for Facilities – Fish Pond & Walking Trail. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

2020 Culbertson Pool Staff – Nick Oelkers made a motion to approve hire of all applicants who submitted applications for pool staff this summer with a delayed opening. Positions hired are as followed: Manager – Tiffany Nielsen, Assistant Manager – Aaliyah Moon, Water Safety Instructors – Aaliyah Moon and Fallon Sun Rhodes, Lifeguards – Anissa Bengochea, Brooklynn Lambert, Clayton Marchwick, Cody Larsen, Fallon Sun Rhodes, Kayli Olson, Kenadee Kempton, Kylie Portra, Mckena Hauge, Mckinsey Justice and Tige Purvis. The opening of the pool is to be determined based on the guidelines provided by Governor Bullock’s office regarding phases of Covid-19. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Big Sky Airport – Mark Nelson made a motion to approve submission of the Cares Act funding for the airport. Under this act, Culbertson would receive \$20,000 to be used towards maintenance. Abe Rumsey seconded the motion. No objections. MOTION CARRIED. Rick Knick updated council on the airport board meeting. It is time to advertise for Request for Qualifications for an airport engineer. The protocol for this is to submit an RFQ every 5 years. The airport board will review the RFQ’s and make a recommendation to the Town Council. Rick Knick will gather packets to

submit to all airport hangar owner's for lease agreements. Beginning July 1<sup>st</sup> there will be an annual lease for the land the hangers are located on.

Resignation – Mark Nelson made a motion to approve the resignation submitted by the assistant librarian, Rosemary French. Her last day of work will be May 31, 2020. Dave Solem seconded the motion. No objections. MOTION CARRIED. Town Clerk, Tiffani Trangsrud will advertise the job vacancy in the local newspaper. The position will start at \$9.00 per hour moving to \$9.50 after successfully completing the six month probationary period and 70 hours a month.

USDA Insect Trap Request – Nick Oelkers made a motion to allow the USDA to place insect traps at Bruegger Park for the summer. The insects being trapped are Rose Gypsy Moth, Velvet Longhorned Beetle, Pine Sawfly, and Pine Tree Lappet. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Library Carpet Cleaning – Abe Rumsey made a motion to approve carpet cleaning at the library located in the Roosevelt County Complex building. The cost estimate for the cleaning is \$722.92. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Special Event Application – Abe Rumsey made a motion to approve the submitted by the 2020 senior class advisor, Janelle Ator. The seniors plan to line up on Broadway Avenue after graduation May 16, 2020 and a parade of cars will drive by and congratulate the graduates. Social distancing standards will be followed. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Non-agenda Items – The Frontier Day parade was discussed. The rodeo has been cancelled this year. The Chamber of Commerce will meet this week and discuss holding a parade that weekend. If social distancing guidelines are lifted events will be discussed at the next council meeting. Complaints have been made regarding to the mess left at the man camp south of town. The Town Council would like to see it cleaned up. The community Center in the Townhall building will be not rented for public use until we are in Phase 3 of reopening.

A regular meeting and budget hearing is scheduled for Monday June 8, 2020 at 6:30 p.m. at Townhall.

Meeting adjourned at 7:54 p.m.

  
Clerk

  
Mayor

May 11, 2020

The Culbertson Town Council met at Townhall for a workshop session Monday, May 11, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Tiffani Trangsrud and Bob Jasper. Guests: None

Council met and discussed the preliminary budget for the upcoming Fiscal Year 2020-2021. The preliminary numbers will be updated to reflect the actual expenses from the current fiscal year for the next workshop and budget hearing in June.



Public Works department requested: Mower for the airport and parks. The mower is for sale at C&B in Culbertson. The cost for the mower is \$19,950. The pool may also need to be painted in this budget year if we do not open for the summer 2020 season due to Covid-19 restrictions.

Clerk's office requested a new laptop with Windows 10 and sufficient storage to access the Black Mountain Software from the cloud. The office would also like to purchase two new office desks.

Current wages were reviewed by council. Council requested a wage scale at the next meeting that would reflect a variety of percentage increases for each employee.

A budget workshop is scheduled for June 8, 2020 at 6:00 p.m. at Townhall.

Meeting adjourned at 8:21 p.m.

  
Clerk

  
Mayor

June 8, 2020

The Culbertson Town Council met at Townhall for a budget workshop session Monday, June 8, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Tiffani Trangsrud and Bob Jasper. Guests: None

Council met and discussed the preliminary budget for the upcoming Fiscal Year 2020-2021. The preliminary budget figures were reviewed compared to the expenses for Fiscal Year 2019-2020.

Public Works requested a mower for the airport and parks. The mower will be purchased from C&B in Culbertson. The cost for the mower is \$19,950. The pool will also need to be painted before the pool is used for the 2021 swim season.

Clerk's office requested a new laptop and two desks. It was also suggested by council to purchase a camera to set up in the entrance of the building.

Current wages were discussed. A final recommendation will be made at the Budget Hearing.

A budget hearing is scheduled following the regular meeting on June 8, 2020 at 6:30 p.m. at Townhall.

Meeting adjourned at 6:30 p.m.

\_\_\_\_\_  
Clerk

  
\_\_\_\_\_  
Mayor

June 8, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, June 8, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: Greg Hennessy – Town Attorney. Guests: Amber Fox, Ken Forbregd, Gretchen Wagner, James Walling, Ryan Vankerhove, and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Abe Rumsey made a motion to approve the agenda. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Diamond Coulee West, Inc. – Conditional Use Permit – A Public Hearing was opened to discuss the conditional use permit application submitted by Mark and Jo Marie Nelson. They are proposing building a 4-plex. Nick Oelkers made a motion to approve the permit. The drafts and permit were reviewed and recommended for approval by WWC Engineering. Dave Solem seconded the motion. No objections. Mark Nelson abstained from voting. MOTION CARRIED.

Minutes – Dave Solem made a motion to approve the May 11, 2020 Regular Meeting minutes and the May 11, 2020 Budget Workshop minutes. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Mark Nelson made a motion to approve the May Treasurer’s Report, GJV’s, Payroll JV 200500, UB JV’s, and May Bills. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – Ken Forbregd updated council on the status of the fish pond. The water table is too high to dig right now. Ken has talked with Hurley’s on moving the bridge to the fish pond location.

Water Tank – The water tank project is on hold until early September. The Town does not feel comfortable running off the small talk through the summer. The work is to be completed by mid-September.

MDT Highway 2 Project – Jeremy Fadness is working on the SRF Application to secure funding for this project. The Town is on SRF’s list of projects. The project will need to have design completed by August 2021 and the Town will need to secure funding for construction in 2022.

Legion Park – No News

Culbertson Pool - Mark Nelson made a motion to approve opening the pool on June 15<sup>th</sup> with following the State of Montana and MMIA guidelines. The Town of Culbertson will reimburse the lifeguards for their training expenses upon successfully completing the swim season. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Big Sky Airport – The Airport Board had a meeting June 2, 2020 to discuss the placement of the tower looking to be placed west of town. There was no decision made at this time.

Sketch/Site Plans – No News

WWC Engineering – Mark Nelson made a motion to approve the Work Order #1 for Culbertson CDBG Planning Services, Work Order #2 for Culbertson On-call Planning and Engineering Services, and a Master Service Agreement submitted by WWC Engineering. Nick Oelkers seconded the motion. No Objections. MOTION CARRIED.

Community Development Block Grant – Planning Board – Nick Oelkers made a motion to appoint Mark Nelson, Dave Solem, Gordon Oelkers, and Amanda Cullinan. The Town Council will be looking to appoint two more town residents to the board. Abe Rumsey seconded the motion. No Objections. MOTION CARRIED.

Review Attorney Services Request for Proposals – Dave Solem made a motion to table accepting a proposal as the Town did not receive any by the due date. The Town Clerk will advertise for attorney services for another month and council will review the proposals at the regular meeting in July. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Wastewater Aeration Piping Modification – Abe Rumsey made a motion to approve the work to be completed to fix the freezing pipe problem at the lagoon system. The cost will be paid by WWC Engineering and Air Diffusion Systems. The quote from Fusion Technologies, Inc. was \$4,899.45. Council requested letters from both WWC Engineering and Air Diffusion Systems committing to covering the expenses. Mark Nelson seconded the motion. MOTION CARRIED.

June 8, 2020 Budget Hearing Meeting.


Resolution #485 – Establishing Personnel Wages for FY 2020-2021 - Mark Nelson made a motion to approve Resolution #485 setting employee and elected official wages. The set wages are as follows:  
Public Works Director - \$28.70/hour, Clerk/Treasurer - \$22.25/hour, Utility Clerk - \$16.75/hour, Water/Wastewater Contract Tester - \$31.25/hour, Water/Wastewater Operator - \$19.50/hour to \$20.00/hour after probationary completion, Solid Waste/Maintenance Operator - \$23.84/hour, and Justice of the Peace \$57.50/hour (8 hours per month). Library Assistant will receive \$9.00/hour to \$9.50/hour after probationary completion (70 hours per month). Janitorial Services will receive \$15.00/hour to clean the Senior Citizen Center. Swimming Pool Manager will receive \$13.50/hour and Assistant Swimming Pool Manager will receive \$12.75/hour, Lifeguards with 100 or more hours experience by the beginning of the 2020 season will receive \$10.75/hour, Lifeguards with less than 100 hours of experience at the beginning of the season will receive \$10.25/hour. Mayor will receive \$5,000 paid bi-annually. Council Members will receive \$2,500 paid bi-annually. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Resolution #486 – Resolution Adopting Preliminary Budget for FY 2020-2021 – Dave Solem made a motion to Approve the preliminary budget to be attached to Resolution #486. Mark Nelson seconded the motion. No Objections. MOTION CARRIED. The final budget will be approved at a later meeting after the Town receives the Certified Tax Values and Mill Levies have been set.

Non-Agenda Items – Council discussed keeping the bathrooms at Bruegger Park locked until we are in Phase 3 of reopening. Ryan Vankerkhove of the Roosevelt County Sheriff's Department was present and updated council that he will be back as the contract deputy in Culbertson.

Adjournment – Mark Nelson made a motion to adjourn the meeting at 7:38 p.m. Dave Solem seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for July 13, 2020 at 6:30 p.m. at Townhall.

  
Clerk

  
Mayor

July 13, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, July 13, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Bob Jasper, Tiffani Trangsrud, and Greg Hennessy – Town Attorney. Guests: Amber Fox, Bill Vanderwheele, Keenan Engelke, Joy Johnson, Ruth Kerny, Sharon Matney, and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Mark Nelson made a motion to approve the agenda. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Minutes – Dave Solem made a motion to approve the June 8, 2020 Budget Workshop minutes, June 8, 2020 Regular Meeting minutes, and June 8, 2020 Budget Hearing minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Mark Nelson made a motion to approve the June Treasurer’s Report, GJV’s, Payroll JV 200600, UB JV’s, and June Bills. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – No News

Water Tank – The water tank is still expected to be completed in September.

MDT Highway 2 Project – Jeremy Fadness is working on the SRF Application to secure funding for this project. The application should be ready for council to review at the regular meeting in August.

Legion Park – Greg Hennessy updated council that motion practice is two-thirds of the way through. Another county right of way was discovered during the case findings – County Road 97. We have until August 7, 2020 to file a response with the courts.

Big Sky Airport – Dave Solem made a motion to appoint Nick Oelkers to the Airport Board to replace Jaimee Green. Mark Nelson seconded the motion. No Objections. MOTION CARRIED.

Capital Improvement Plan & Growth Policy – Jeremy Fadness held a meeting with Larry, Bob and Tiffani to discuss any updates that may need to be added or deleted to the new plan. A meeting with the planning board is tentatively set for Wednesday, August 12, 2020 at 7:00 p.m. Currently the planning board members are: Mark Nelson, Dave Solem, Gordon Oelkers, Amanda Cullinan and Tessa Rumsey. We will be looking for one or two more members.

Sketch/Site Plans – There were no plans to review.

Review Attorney Services Request for Proposals – Two proposals were received. They were from Hennessy Law and Christoffersen & Knierim. Council would like to table make a decision until next month.

Hire Library Assistant – Nick Oelkers made a motion to approve Sabrina Shell for hire as the part-time library assistant. The position is 70 hours a month with a starting rate of \$9.00, increasing to \$9.50 per hour after a six month probation period is complete. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Senior Center Smart Board Request – Joy Johnson was present to discuss with council about purchasing a smart board to use for the senior center activities. Council discussed purchasing the board jointly so it could be used for council meetings as well. Mark Nelson made a motion to purchase a smart board as a joint venture with the Senior Center. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Review Parking Ordinance – Council reviewed the current parking ordinance allowing vehicles, trailers, etc. to be parked on the street for 30 days at a time. There have been some complaints regarding trailers parked around town. Council will review this ordinance again at a future meeting.

Special Event Application – Abe Rumsey made a motion to approve the event application for a Memorial Service for Evelyn Casterline at Bruegger Park on August 12, 2020. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

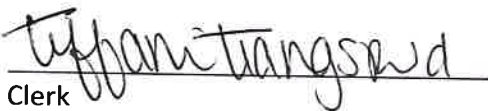
Roosevelt County Sheriff's Department Training – Dave Solem made a motion to approve sending Ryan Vanderkove and Michael Ellerton to a SWAT training in Glasgow in August. The total cost is \$1,300. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Budget Hearing Continued – Council discussed any changes that may need to be made to the budget. The Town was originally expecting to receive around \$25,000 from a BARSAA Grant to use for roads. However with gas and oil collapsing the town may need to adjust the budget to receive around \$12,000.

Non-Agenda Items – Mayor Crowder would like council to review the current zoning map of the town.

Adjournment – Dave Solem made a motion to adjourn the meeting at 7:42 p.m. Nick Oelkers seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for August 10, 2020 at 6:30 p.m. at Townhall.

  
Clerk

  
Mayor

August 10, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, August 10, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Bob Jasper, Tiffani Trangsrud, and Greg Hennessy – Town Attorney. Guests: James Walling

Agenda – Mark Nelson made a motion to approve the agenda. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Minutes – Abe Rumsey made a motion to approve the July 13, 2020 regular meeting minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Dave Solem made a motion to approve the July Treasurer's Report, GJV's, Payroll JV 200700, UB JV's, and July Bills. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – Ken Forbregd will be meeting with Hurley's to discuss moving the bridge and costs to dig the pond and build the walking trail.

Water Tank – The water tank is still expected to be completed in September.

MDT Highway 2 Project – No News

Legion Park – Greg Hennessy updated council that all the documents have been filed with Judge Cebulski. We will be waiting for the Judge to make a determination based on the findings and briefings that have been filed.

Capital Improvement Plan & Growth Policy – Nick Oelkers made a motion to appoint Dave Solem, Mark Nelson, Tessa Rumsey, DeAnne Weeks, Amanda Cullinan and Gordon Oelkers to the planning board. The first meeting is scheduled to take place on August 12, 2020. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Review Parking Ordinance – Council discussed drafting a new ordinance for parking. They would like to decrease the number of days allowed to be parked on a street from 30 to 15 days. Another change would be that all trailers and anything with a hitch would need to be hooked up to a vehicle to be allowed to park on the street. The first hearing would take place in September, a second in October and the new ordinance would go into effect in November.

Attorney Services – Review Request for Proposals – Mark Nelson made a motion to offer Christofferson & Knierim a two year contract. Dave Solem seconded the motion. Nick Oelkers and Abe Rumsey objected the motion. MOTION FAILS. Council would like to table this item and place it on the agenda for next month.

Sketch/Site Plans – Nick Oelkers made a motion to approve the sketch plan submitted by Wes and Amber Fox for a fence. WWC reviewed the plans and recommends approval. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Echo Six, LLC Request - Abe Rumsey made a motion to deny the Echo Six, LLC request to have charges waived. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Lion's Club Request – Lion's Club submitted a request with concerns that they have not been able to use the Senior Center for various reasons. In the past Lion's Club has prepaid for September through April. Moving forward the Town will keep track of the days the Lion's Club uses the facility and they will be billed at the end of the year for the number of times it was used at \$20 per day.

Big Sky Airport – Nick Oelkers made a motion to approve the Airport Boards recommendation of accepting the Request for Qualification from Kadrmas, Lee & Jackson for the airport engineer services. Mark Nelson seconded the motion. No objections. MOTION CARRIED

Audit Review – Dave Solem made a motion to accept the 2018-2019 fiscal year audit submitted by Ross Stalcup. They only finding was noted as Segregation of Duties. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Resolution #487 – Resolution to set Mill Levy 2020-2021 and Adopt Final Budget. – Mark Nelson made a motion to approve Resolution #487 approving the budget and setting the mill levy. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Non-Agenda Items – Council discussed complaints of horses being in the town limits. A letter will be sent out by the office to notify the property owners that it is against town code.

Adjournment – Dave Solem made a motion to adjourn the meeting at 7:25 p.m. Nick Oelkers seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for September 14, 2020 at 6:30 p.m. at Townhall.



tiffan-trangas  
Clerk

Larry Crowder  
Mayor



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September 16, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, September 14, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers via Zoom, Mark Nelson, Bob Jasper and Amber Fox. Absent: Tiffani Trangsrud and Greg Hennessy – Town Attorney. Guests: Bill Vanderwheele, Gene Marchwick, Ken Forbregd, Tim Lingle, Ryan Vanderkove, and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Mark Nelson made a motion to approve the agenda. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Minutes – Dave Solem made a motion to approve the August 10, 2020 Regular Meeting minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Mark Nelson made a motion to approve the August Treasurer’s Report, GJV’s, Payroll JV 200800, UB JV’s, and August Bills. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – Ken Forbregd mentioned Hurley’s Oilfield Services have joined up with him to make the pond project this year’s donation project. Hurley’s has been working on the pond between other commitments while the water table is low; they are hoping to have water in the pond by fall. Ken is working on applying for some BNSF grants for funding for bridge planking. There has been a few community members volunteering as well. All volunteers are welcome and their time and efforts are greatly appreciated.

Water Tank – Bob Jasper had the tank prepared by Sunday evening for them to start work, Monday morning, September 14, a three man work crew showed up to begin work. Bob notified the town engineer, Jeremy Fadness of WWC Engineering, of some other issues he was concerned about. Jeremy mentioned after he spoke with Bob, he notified his contact with Pittsburg Tanks to work on a solution to fix some spots between the roof and walls of the tank. Jeremy has also been in contact with Don Davis working on a resolution as well.

MDT Highway 2 Project – Jeremy Fadness is working on the SRF Application to secure funding for this project. Bob mentioned the MTDOT crew that was in the area found some of the water and sewer in the purposed construction area.

Legion Park – No update - Greg was absent.

Capital Improvement Plan & Growth Policy – Jeremy Fadness has been working with the Planning Board on getting the word out about the survey and community participation. Post cards we were sent out to all town residents with information about the public hearing date and a survey link . The survey link was also included on utility bills sent out. Nick Oelkers commented on how easy the instructions were to follow and having the survey link added was a good idea. Jeremy has been in contact with Gordon Oelkers about the public hearing due to COVID restrictions he will not be able to attend physically but he will join via Zoom. A public hearing is scheduled for September 16<sup>th</sup>. It has been being advertised in the



newspaper for several weeks along with the link to complete the survey. The Planning board also has a meeting scheduled for September 16 at 7pm. A second public hearing is scheduled for November 18.

Review Attorney Services Request for Proposals – Two proposals were received. They were from Hennessy Law and Christoffersen & Knierim. Dave Solem offered a motion to accept Christoffersen's proposal for reason's he stated she offered better pricing and is local. Mark Nelson seconded the motion also stating she was local, prompt with service, and professional. Tim Lingle asked if Christoffersen & Kneirim would conflict with prosecuting local cases. Crowder responded stating we are contracted with the county, there should be no conflict. Three For – Dave Solem, Mark Nelson, Abe Rumsey. One Objection- Nick Oelkers. MOTION CARRIED.

Sketch/Site Plans – Jeremy recommend the Sketch Plan for Dave Dean's Shed be approved. Mark Nelson made a motion to approve. Abe Rumsey seconded the motion. MOTION CARRIED.

Review Parking Ordinance – Council reviewed the amended parking ordinance. Mayor Larry Crowder gave the first reading of the new updated ordinance. Council discussed the updated ordinance asking that some of the wording be changed and asked why there was exception dates and for the exception dates to be removed so it is an all year ordinance with no exceptions. Abe Rumsey also asked that an excerpt be made stating that there will be an exception for service workers, such as construction workers. Ryan Vanderkove suggested some sort of received permission from the Town office, council agreed this would be good to consider and add in. Ken Forbregd stated that the ordinance should be easily understood. Gene Marchwick mentioned this would be a nice improvement for emergency services. Council will review the amended ordinance with edits for the second reading at the regular meeting next month. Mark Nelson motioned that the first reading be approved with the edits council requested. Abe Rumsey seconded the motion excepting the first reading with edits. No objections. MOTION CARRIED.

Special Event Application – Dave Solem made a motion to approve the event application for Homecoming Parade submitted by Chris Olson for Culbertson School Student Council on September 18, 2020. Mark Nelson seconded the motion. Tim Lingle stated the Sheriff's Department would have a deputy present. No objections. MOTION CARRIED.

Roosevelt County Sheriff's Department – Tim Lingle and Ryan Vanderkove were present to represent the Roosevelt County Sheriff's Department in a request for a new vehicle for the department. As per the Town of Culbertson's agreement with the Roosevelt County Sherriff's Department a new vehicle will be purchased for the department by the town. This expense has been budgeted for. Tim Lingle mentioned the last vehicle purchased was in 2016, it now has high miles and is need of some repairs. The Roosevelt County Sheriff provides an average of 20 hours of coverage to the area. From July 1, 2020 until present day, September 14, 2020, there were a total of 227 incidents in the area, 82 of those were within town limits. Tim Lingle mentioned at the present time the Sherriff's Department is fully staffed and their contract with Poplar will also be ending in September, allowing them more time and better coverage of the east end of the county. Council recommended the Sherriff's department choose the vehicle since

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they may receive better pricing for the vehicle's requirements. Mayor Crowder stated that once a vehicle is chosen they recommend it to the council for approval.

Non-Agenda Items –

Ken Forbregd stated he and others appreciate all the Roosevelt County Sheriff's Department and Montana Highway Patrol do to serve and protect us.

Mark Nelson would like if the streets could be swept more often or before the winter months begin.

Abe Rumsey asked about the incident that occurred at the gravel yard. Bob Jasper explained about the illegal dumping and theft of services. Explaining that an officer from the sheriff's department had stopped in to report the incident and the incident was taken care of. A discussion was had on what types of improvements could be made to help prevent any future incidents, like repairing the current gate. Ken Forbregd recommended a rolling gate with a lock and requesting a key at the office. Cameras or some type of surveillance were also suggested.

Bob Japser mentioned more dumpsters and lids are needed the wind and winter are quite hard on them. Also would like to purchase a small air compressor for the town.

Dave Solem asked if Julian Alexander of EchoSix LLC. had made any contact. Mayor Crowder had tried calling him back after a missed call from Julian Alexander; no contact was made.

Abe Rumsey stated C&B was looking for a project for their volunteer day. Council suggested and agreed the fish pond would benefit best.

Amber Fox brought to Council's attention that our current meter reader system will be unsupported after December 31, 2020. There is an updated system available and a quote was requested.

Amber Fox asked council to consider the charges against the property previously listed as North Dakota Development, since our ordinance states the charges stay with the property.

Adjournment – Mark Nelson made a motion to adjourn the meeting at 7:50 p.m. Abe Rumsey seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for October 12, 2020 at 6:30 p.m. at Townhall.

Tiffany Trangsud  
Clerk

Gary Crowder  
Mayor

October 12, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, October 12, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, and Amber Fox. Absent: Tiffani Trangsrud, Bob Jasper and Laura Christofferson – Town Attorney. Guests: James Walling and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Nick Oelkers made a motion to approve the agenda. Abe Rumsey seconded the motion. No objections. MOTION CARRIED.

Minutes – Mark Nelson made a motion to approve the September 14, 2020 Regular Meeting minutes. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Abe Rumsey made a motion to approve the September Treasurer’s Report, GJV’s, Payroll JV 200900, UB JV’s, and September Bills. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – Ken Forbregd was absent. Larry reminded council of Ken’s previous statement they are hoping to have water in the pond by fall. Mark Nelson asked if there is proper signage for safety required after pond is filled. Larry Crowder said he would ask Ken Forbregd.

Water Tank –Jeremy Fadness of WWC Engineering, mentioned the workers will be here to finish up the tank within the next couple weeks.

MDT Highway 2 Project – No updates. Jeremy Fadness will reach out to MDT later this month.

Legion Park – No update.

Capital Improvement Plan & Growth Policy – Jeremy Fadness commented that the survey had good response rates and he will share more with the Planning Board at the next meeting which will be November 18, 2020.

Roosevelt County Sheriff’s Department – Three bids were submitted the best option being just over the budgeted amount. It was asked by council who would be responsible for the amount over budget and did they contact dodge as they had originally thought they would offer a better price. No Sheriff Department representatives were present for questions. Council TABLED decision until more information was available.

Sketch/Site Plans – No sketch plans were submitted.

Water Meter Reader- Update System – Amber Fox explained that our current meter reader system will be unsupported after December 31, 2021. There is an updated system available and a quote was received from an Itron contractor with different options available. Council suggested we set up a budget for this in 2021.

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Review Parking Ordinance #242 – Council reviewed the amended parking ordinance. Mayor Larry Crowder gave the second reading of the new updated ordinance. Council suggested we put notice in the newspaper and a memo or separate notice sent to all utility billing accounts about the updated ordinance. Mark Nelson motioned to approve. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Finnicum Request- Land Use Map Amendment Ordinance #243– Paul Finnicum submitted documents changing G&P Auto Sales lot from residential to commercial property. A notice was advertised in the Community News. WWC Engineering prepared Ordinance #243 changing the land use. A second reading of this ordinance will need to take place at the next council meeting. Abe Rumsey made a motion to approve. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Non-Agenda Items:

Nick Oelkers asked if there had been any updates on the smart board that had been discussed previously. No updates were given.

Larry Crowder mentioned Julian Alexander had contacted him again in regards to council's decision on his account.

Amber Fox brought to council's attention the multiple calls regarding a medical marijuana facility wanting to open in the area.

Adjournment – A motion to adjourn the meeting at 7:26 p.m was made. No Objections. MOTION CARRIED.

A regular meeting is scheduled for November 9, 2020 at 6:30 p.m. at Townhall.

  
Clerk

  
Mayor

November 9, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, November 9, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: None. Guests: Amber Fox, James Walling and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Mark Nelson made a motion to approve the agenda. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Minutes – Abe Rumsey made a motion to approve the October 12, 2020 Regular Meeting minutes. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Mark Nelson made a motion to approve the October Treasurer’s Report, GJV’s, Payroll JV 201000, UB JV’s, and October Bills. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – The pond is filled. The water was donated by Dry Prairie Rural Water and Assiniboine Sioux Regional Water System. It was slightly over four million gallons to fill the pond. The solar powered well has been turned on to sustain the water level of the pond.

Water Tank – The lining and vent on the roof are finished. Bob will fill the tank to ensure there are no issues. If there are no issues the water tank project will be complete.

MDT Highway 2 Project – Jeremy Fadness is working on the SRF Application to secure funding for this project.

Legion Park – No News

Capital Improvement Plan & Growth Policy - The next meeting is set for November 18, 2020 to review maps and survey responses. WWC is currently working on a draft of the updated Capital Improvement Plan and Growth Policy. They should be ready for review early in December with a public meeting to approve them in January 2021.

Roosevelt County Sheriff’s Department – Mark Nelson made a motion to approve the purchase of a 2021 Chevrolet Tahoe for \$40,000 from High Plains Motors. Discussion took place on seeing if Froid and Bainville would help with the purchase of the vehicle in the future. Nick Oelkers seconded the motion. No Objections. MOTION CARRIED.

Big Sky Airport – Jeremy Fadness informed council that Anacoco Towers received a permit from the Airport Board for building a tower in the Airport Affected Area. The tower will be 166 feet. Nick Oelkers informed council on the Airport’s CIP update. They are looking to construct a 40x60 building and purchase snow removal equipment. Laura Christoffersen will review the document submitted by KLJ for the Town’s review. The Airport Board will also be revising their leases and bring to the Town and County to approval.

Water Meter Reader Update – Council is requesting the Townhall Staff research different options to update the equipment as our current system will no longer be supported after 12/31/2021. The council would like to have options as well as quotes around the time the budget is put together this spring.

Sketch/Site Plans – Mark Nelson made a motion to approve a shop/garage sketch plan submitted by Ken Forbregd. The shop/garage will be located at 106 2<sup>nd</sup> St W. Abe Rumsey seconded the motion. No Objections. MOTION CARRIED.

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Resignation – Dave Solem made a motion to accept the resignation letter submitted by Dave Dean. Mark Nelson seconded the motion. Dave Dean will retire 12/31/2020. Mark Nelson seconded the motion. No Objections. MOTION CARRIED.

Ordinance #243 – Finnicum Land Use Amendment – Mark Nelson made a motion to approve the land use amendment in Ordinance #243. The location is 413 4<sup>th</sup> Ave E & 6<sup>th</sup> St E. The property is transferring from Residential property to Commercial property. Abe Rumsey seconded the motion. No Objections. MOTION CARRIED.

Non-Agenda Items – Bob Jasper would like to order more dumpsters if funds are available in the budget.

Adjournment – Dave Solem made a motion to adjourn the meeting at 7:27 p.m. Nick Oelkers seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for December 14, 2020 at 6:30 p.m. at Townhall.

Tiffany Truong  
Clerk

Larry Crowder  
Mayor

December 14, 2020

The Culbertson Town Council met at Townhall in regular session on Monday, December 14, 2020, with the following present: Larry Crowder, Abe Rumsey, Dave Solem, Nick Oelkers, Mark Nelson, Bob Jasper and Tiffani Trangsrud. Absent: None. Guests: Amber Fox, James Walling, Rick Knick, Ken Forbregd, George Johansen and Jeremy Fadness – Town Engineer via Zoom.

Agenda – Mark Nelson made a motion to approve the agenda. Nick Oelkers seconded the motion. No objections. MOTION CARRIED.

Minutes – Dave Solem made a motion to approve the November 9, 2020 Regular Meeting minutes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Financials and Claims – Nick Oelkers made a motion to approve the November Treasurer's Report, GJV's, Payroll JV 201100, UB JV's, and November Bills. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Future Fish Pond – Ken Forbregd updated council on the fish pond. He received invoices from Hurley's totaling approximately \$155,000 for the fish pond and walking trail. They plan to enclose wire panels and well in the future. FWP will stock the pond twice a year. They will start with trout and possibly perch in the future.

Water Tank – Jeremy and Bob updated the council that the water tank is leaking. Pittsburg Tanks will need to come back and fix their portion of the tank repairs.

MDT Highway 2 Project – Jeremy Fadness is working on the SRF Application to secure funding for this project. This project will need to be budgeted in the 2022-2023 year. Mark Nelson made a motion to approve submitting the SRF loan application. Dave Solem seconded the motion. No objections. MOTION CARRIED.

Legion Park – No News

Capital Improvement Plan & Growth Policy - WWC is working on draft documents. They plan to have them ready in January and they will send up maps for viewing at Townhall. The next public hearing is scheduled tentatively for January 20, 2021.

Big Sky Airport – Rick Knick presented council with a few changes to be made to the ten year lease agreements. Nick Oelkers made a motion to approve the lease agreements with the presented changes. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Sketch/Site Plans – Dave Solem made a motion to approve the sketch plan submitted by Gabe Stuber to place a manufactured home 711 6<sup>th</sup> Ave East. The plan was reviewed and recommended for approval by WWC Engineering. Mark Nelson seconded the motion. No objections. MOTION CARRIED.

Water/Wastewater with Maintenance – Job Vacancy – The Town is still advertising for this position. It was noted to change the advertisement verbiage to obtain a CDL within six months of employment.

Non-Agenda Items – George Johansen was present to share his concerns with council about the traffic by the hospital.

Adjournment – Dave Solem made a motion to adjourn the meeting at 7:39 p.m. Nick Oelkers seconded the motion. No Objections. MOTION CARRIED.

A regular meeting is scheduled for January 11, 2021 at 6:30 p.m. at Townhall.

Tiffany Trangsud  
Clerk

Larry Crowder  
Mayor