

**** Page 1** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

AUGUST 12TH, 2025, The Three Forks City Council met at the Three Forks City Hall at 206 S. Main Street and via Zoom. (Zoom is a virtual meeting tool which the City began using due to COVID-19 and social distancing guidelines and continues to use to encourage participation from the safety of one's home.) The meeting was chaired by Mayor Randy Johnston, who called the meeting to order at 6:00 P.M.

ROLL CALL: City Council members (Warren) Garret Buchanan, Ed Tharp, Gene Townsend, George Chancellor, Roxi McDermott, and Reagan Hooton were present. City Treasurer Kelly Smith and City Clerk Crystal Turner were also present at City Hall.

The record reflected a quorum with the attendance of six (6) Council members and the meeting was held.

The **Pledge of Allegiance** to the American Flag was led by Mayor Johnston. Mayor Johnston reminded the audience that this meeting was audio and video recorded and may be streamed via Zoom and on our Facebook page.

GUESTS: Robert Buccholz, Gloria Howland, Trevor Walter, Kerry Walter.

PUBLIC COMMENTS/CONCERNS (For items not on the agenda)

There were no public comments or concerns voiced.

CONSENT AGENDA

- a. Three Forks Rodeo Arena Claims Paid for FY2024-2025 in the Amount of \$3,370.17, and to have Payment in Hand at July's Rodeo in the Amount of \$4,241.93, all on 7/11/2025 for a Grand Total of \$7,612.10
- b. Three Forks Rodeo Claim Paid 7/18/2025 to Let's Rodeo for "Added Contestant Payouts" for \$13,000
- c. Three Forks Rodeo Arena Claim Paid 7/21/2025 to Lyon Group, LLC for TV Production for \$7,310
- d. Three Forks Rodeo Arena Claim to be Paid for FY2024-2025 for \$350.00
- e. Three Forks Rodeo Arena Claims Paid on 7/31/2025 for \$41,282.87
- f. Three Forks Rodeo Arena Claims to be Paid
- g. City Claims Paid on 7/23/2025 for FY2024-2025 Totaling \$386,459.71
- h. City Claims to be Paid from FY2024-2025 Totaling \$886.25
- i. City Claims to be Paid
- j. Council Minutes of 7/8/2025
- k. Journal Vouchers, Revenue Vouchers (5/25-7/25) and Cash Report
- l. Pledged Securities from Glacier Bank through 6/30/2025
- m. Pledged Securities from Manhattan Bank through 6/30/2025

**** Page 2** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

- n. Engagement Letter from Craig A. Shepherd to Conduct the FY2024-2025 Annual Financial Report
- o. Service Agreement with Solutions Engineered, LLC to Perform Additional Engineering Services for Maintenance Along the Headwaters Trial System (\$1,800.00)
- p. Change Order #2 with O'Keefe Drilling for the Public Water Supply Wells Projects in the Amount of \$202,000.10 to Install Surface Seal on Well 11; Install Pitless Unit w/ Well Cap, Submersible Pump and Motor, Pump Controls and Drive for Wells 11, 12 and 13 (Signed by Mayor on 7/24/2025)
- q. Draw Packet #32 for the Water Project: ARPA Competitive #10 for \$403,078.25, ARPA Minimum Allocation Grant #17 for \$25,609.59, Local Fiscal Recovery #27 for \$3,925.97 for a Grand Total of \$453,965.89

Councilman Townsend moved to approve the Consent Agenda. Councilman Chancellor seconded the motion. There was no public comment.

Motion Passed Unanimously.

PUBLIC HEARINGS

Public Hearing and Decision on a Second Reading of an Ordinance Amending Title 3: Revenue and Finance, Chapter 6: Impact Fees

Mayor Johnston asked if anyone wished for him to read Ordinance #406-2025 into the record in its entirety again. No one requested a full reading.

Councilman Tharp moved to not have a reading and accept Ordinance #406-2025. Councilwoman Hooton seconded the motion.

There was no public comment.

Motion Passed Unanimously.

Public Hearing and Decision on a Resolution Awarding Declared Surplus Property to the Highest Responsible Bidder

Mayor Johnston read what would be Resolution #446-2025 once approved, into the record in its entirety, stopping to open and read bids for each piece of equipment as it came up in the resolution. No bids were received for the Fimco Sprayer or Pull Spreader. One bid was received for \$100 for the John Deere mower and \$110 for the blade by Don Derby; three bids for the 2001 GMC Sierra: from Richard Russell for \$1,517, from Rod Allen for \$1,025, and from Ian Schilf for \$750; one bid for the 2003 SECA Sewer Jet from the Town of Ekalaka in the amount of \$25,001; and no bids were received for the Rhino mower, flail, nor auger. Crystal Turner updated the resolution and printed a copy with the bids received for the Mayor and Council's further action.

The Council said to put a sign on the remaining equipment to say "free". Garret Buchanan questioned if Steve Johnston thought any of the remaining items had value, or could just be recycled or donated. The Mayor said the

**** Page 3** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

only thing worth any money, rather than just giving it away, is the Rhino Mower.

Councilman Buchanan moved to approve Resolution #446-2025, a resolution declaring certain city property as surplus no longer necessary to conduct city business, authorizing its sale or disposal, with the highest bids we were offered. Councilwoman McDermott seconded the motion.

Motion Passed Unanimously.

Advertise rest for free.

Public Hearing and Decision on a Resolution Amending the Fiscal Year 2024-2025 Budget to Acknowledge Unanticipated Revenues and Amend Expenditures Exceeding the Original Appropriations

Mayor Johnston read what would be Resolution #447-2025 once approved, into the record in its entirety. The Mayor asked if the Council had any questions on the resolution. Garret Buchanan asked about the amount in Fund #2501, "Is that the remaining balance or the difference?" City Treasurer Kelly Smith replied, "That's the amount of the we have to increase the expenditures to make it balance. Also, we have not had a negative cash account since I've been the Treasurer. Our auditors don't like negative cash accounts, and neither do I. We just have to request the draw from the SLIPA project once the Library is 100% complete with their project."

Councilman Chancellor moved to approve Resolution #447-2025, a resolution of the Three Forks City Council amending the fiscal year 2024-2025 Budget to acknowledge unanticipated revenues and amend expenditures exceeding the original appropriations. Councilwoman Hooton seconded the motion. There were no public comment or questions.

Motion Passed Unanimously.

Public Hearing and Decision on a Resolution Adopting & Levying the Assessments for FY2025-2026 Street Maintenance District #1

Mayor Johnston read what would be Resolution #448-2025 once approved, into the record in its entirety. He asked if there had been any objections received at this time, which Crystal Turner answered no. He asked the public present at the meeting if they had any objections, which they answered no.

Councilman Townsend moved to approve Resolution #448-2025. Councilman Buchanan seconded the motion. There was no public comment.

Motion Passed Unanimously.

Public Hearing and Decision on a Resolution Adopting & Levying the Assessments for FY2025-2026 Street Maintenance District #2

**** Page 4** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

Mayor Johnston read what would be Resolution #449-2025 once approved, into the record in its entirety. He asked if there had been any objections received at this time, which Crystal Turner replied no.

Councilman Chancellor moved to approved Resolution #449-2025, a resolution of the Three Forks City Council levying and assessing the annual maintenance cost for Street Maintenance District #2, the Ridge View Subdivision. Councilwoman McDermott seconded the motion.

Motion Passed Unanimously.

Public Hearing and Decision on a Resolution Adopting & Levying the Assessments for FY2025-2026 Street Lighting District #1

Mayor Johnston read what would be Resolution #450-2025 once approved, into the record in its entirety. He asked if there had been any objections received at this time, which Crystal Turner replied no. Mayor Johnston noted that the title says 2024-2025. Crystal Turner will edit.

Councilwoman Hooton moved to approve Resolution #450-2025, a resolution of the Three Forks City Council adopting and levying the assessments for fiscal year 2025-2026 Street Light District #1. Councilman Townsend seconded the motion. There were no public comments or questions.

Motion Passed Unanimously.

Public Hearing and Decision on the Preliminary FY2025-2026 Budget

Mayor Johnston read what would be Resolution #451-2025 once approved, into the record in its entirety.

There were no Council questions. Councilwoman McDermott moved to approve Resolution #451-2025, a resolution of the Three Forks City Council adopting the preliminary budget for Fiscal Year 2025-2026. Councilman Tharp seconded the motion. There was no public comment. Gene Townsend said this is the preliminary budget, and the Budget Committee will meet next week and may edit some of what was presented tonight.

Kelly Smith explained that the revenues are pretty much done, other than Gas Tax and Parks needs a little tweaking. She still needs to speak with Public Works as well. "The flood project needs some editing as well, as the project should have construction complete by the end of the fiscal year. I have a few questions for the Budget Committee as well," Kelly said. The Budget Committee meeting members discussed and agreed to meet on Monday, August 18th at 6PM.

Motion Passed Unanimously.

REPORT OF OFFICERS

City Clerk Crystal Turner did not have anything to report other than she would like to meet with the Ordinance Committee regarding "Unfinished Business: Item D". "Kelly and I have discussed this more and were

**** Page 5** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

thinking to fade out the existing tenants if this ordinance was to change, and also Brooke Pestel emailed requesting the Council allow more chicken permits than the thirty it currently allows," Crystal said. It was discussed the Committee could meet on 8/21/25 at 6PM. Crystal also reported the City Property meeting has been scheduled for 9/10/25 at 6PM.

City Treasurer Kelly Smith reported it took her much longer to reconcile the bank statement this month. "Sometimes I time myself and it only take half hour or less, but this time it took a full 24 hours!" Kelly said frustrated, yet jokingly.

REPORTS FROM COUNCIL COMMITTEES (if any)

Reagan Hooton reported the Parks Committee held a meeting regarding the \$25,000 for wayfinding signs in the CIP. "We talked about new signs in the parks, in addition to wayfinding signs. We are going to get estimates from a local metal worker for some custom-made park name signs, and from the State Prison for just standard blue signs (like commonly known icons/pictures used to direct people)," Reagan stated. Garret Buchanan added the main idea the Committee discussed was keeping it simple, replacing the existing park signs, adding signs that do not exist, and having directing arrows from Main Street to direct people to the parks as simply as we can. There are a couple complicated points in town where the destination is harder to get to. The Committee will regroup when we get the quotes.

Gene Townsend reported that he and Garret Buchanan met with Code Compliance and the Gallatin County Sheriff Office last week. "Basically, Wally was pleased with getting his system and Zuercher setup, and coordination/communication has improved. The previously outstanding items had all been resolved. Next meeting is planned for a year from now," Gene reported. Crystal Turner stated that Wally said after the meeting he does not understand why he would create a new system and work with the City Attorney, which would cost the city a lot more, when the Sheriff could just enforce parking issues, so she thought Wally may push back on that.

UNFINISHED BUSINESS

Flood Mitigation Project Update

Kelly Smith reported that the team is waiting for the drawings to be 90% done before sending them to FEMA. They are currently 60% complete. "We want to coordinate a meeting with the landowners now. Jeremiah needs to be there too. The property owners want to see stakes in the ground first. She is still hopeful that the City will go out to bid in September/October 2025. MDT has a construction agreement drafted. Our preliminary maps went live today, which means we have an appeal period. Before the final CLOMR can be approved, the new maps must be effective before they can be changed. So, we are hoping they can become effective but not adopted by

**** Page 6** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

the mortgage companies for 90-days because we don't want those who do not have to have flood insurance now, need to purchase it in before the CLOMR is adopted. This is still moving along, changes at times, but hoping that does not happen too far off the planned path," Kelly said.

Water Project

Crystal Turner provided a brief update to the Council about the water main replacement project - the contractor is finishing up around Neal before school starts, then headed south on 3rd and should be done mid-September with the entire project.

Council Election, if any, of Representative to the Unhouse to Housed Initiative (a Regional Housing Coalition Subcommittee)

Garret Buchanan said he would reach out to Heather Grenier to see when the meetings are and if they work in his schedule, he will volunteer.

NEW BUSINESS

There was no new business.

PUBLIC COMMENTS/CONCERNS (For items not on the agenda)

Gloria Howland asked how much trouble one would get in for trapping feral cats on their private property, and commented that a lot of excessive barking from dogs is due to the feral cats around.

MAYOR AND COUNCIL ANNOUNCEMENTS

The Mayor reported he is working with the County to have them stripe Talc Road, and with the Department of Transportation to stripe Main Street from E to W Birch for a crosswalk. He is also working, going door to door, asking for letters of support for the CDBG grant to do a Long Range Transportation Plan. He asked if any of the Council members would write a letter of support too, which he would like by September 1st. "Today, I met with Great West Engineering, who will attend the 9/9 Council meeting to discuss the Wastewater PER. I've been working with MDT Trevor Little regarding the culvert that goes under I-90, which has been there since the 1960s." He then read Trevor's email to the Council and public aloud. "Gene found where part of the trail sunk, and it was due to the culvert. Our guys fixed that, and that's when I got hold of Trevor," Mayor Johnston said.

The Mayor then introduced Robert Buchholz to everyone, and let everyone know Mr. Buchholz will be a new City Council member come January. Then he introduced Trevor Walter, who said he was running for Senate District 69. "I live in Whitehall but with the redistricting, Sheridan is in that same district boundary. I am just here to learn and listen to Three Forks and

**** Page 7** A SUMMARY OF PROCEEDINGS OF THE CITY COUNCIL MEETING
CITY OF THREE FORKS, MONTANA, AUGUST 12TH, 2025**

let you know if there is anything I can do to help if I am elected to please reach out to me," Mr. Walter said.

Gene Townsend reported that the Rodeo Board finished up with the rodeo a couple weeks ago. "I haven't seen the final numbers yet, but at our last meeting we discussed looking at purchasing and installing more bleachers. Some of the old bleachers broke on Saturday night. Thankfully, no one was hurt.

Gene also reported the Headwaters Trail was seal-coated and crack-sealed along the trail to the grain elevator on Frontage Road, all along the golf course, and near Kansas Street. "We fixed all the bad spots on 7th Avenue to Talc and overlaid it. I spent \$245,000 on maintenance with the grants the Council allowed me to apply for last winter," he said.

Gene invited everyone to Farmer's Market this Thursday night from 4-7PM, where one can get it to-go if they want. It will be \$8 for a burger or brat with chips, drink and a cookie to support the Trails.

The next meeting will be on August 26, 2025, and will have the following items:

- Public Hearing and Decision on a Resolution to Adopt the Revised Capital Improvements Plan
- Public Hearing and Decision on a Resolution Adopting and Establishing the Mills to be Levied, Designating the Percentage Breakdown for the State of Montana Entitlement Share, and Designating the Breakdown for the Local Option Tax for FY2025-2026
- Public Hearing and Decision on Adopting the FY2025-2026 Budget
- Public Hearing and Decision on the FY2025-2026 Salary Resolution
- Resolution to Adopt Amended Fee Schedule to Remove Impact Fees from the Spreadsheet and Append the Spreadsheet with the Adopted Fees Pursuant to Resolution #444-2025, and to Edit the Referenced Ordinance in the Appeal of Impact Fee Line

ADJOURNMENT

Motion to adjourn the meeting was made by Councilwoman McDermott, seconded by Councilman Tharp. The meeting was adjourned without a vote taken by the Mayor's gavel at 7:18P.M.

Randy Johnston, Mayor

Crystal Turner, City Clerk