**JULY 25th, 2017,** The Three Forks City Council met in session in City Hall at 206 Main Street, and was presided over by Mayor Steven B. Hamilton. Mayor Hamilton called the meeting to order at 7:00 P.M. for the SECOND meeting of JULY 2017.

**PRESENT:** Council members George Chancellor, Deb Mickelberry, Teri Whitesitt, Sharon Smith, Ed Tharp, and Dennis Nelson. City Treasurer Kelly Smith and City Clerk Crystal Turner were also present.

The record reflects that a quorum was present, 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 Hamilton.

Reminder to the public that the meeting was being recorded.

**GUESTS:** There was no public present at tonight’s meeting.

Mayor Hamilton asked if there wereany **PUBLIC COMMENTS/CONCERNS** that were not on the agenda**.** Seeing none, he introduced the **Consent Agenda**.

**CONSENT AGENDA**

1. Approval of Claims for FY2016/2017 in the Amount of $2,801.92
2. Approval of Claims for FY2017/2018 per List(s)
3. Approval of Meeting Minutes from June 13th and 27th, 2017
4. Approval of Zoning & Planning Minutes from March 16, 2017 (approved by the Z&P Board 7/20/2017)
5. Approval of Records Destruction Request (Form RM88) #3 of Records not Required to Obtain Local Government Records Committee’s Approval

Dennis Nelson asked to pull claim #142740 to MMIA we could save $1500/year by switching our deductible on the property program from $1,000 to $5,000. He asked Kelly to contact MMIA to ask about changing it – so far MMIA is unsure if they can change it since the fiscal year has already started. He wishes to pull it until we hear back from MMIA on a definitive answer.

Councilman Tharp “so moved” to approve the consent agenda as amended to pull Claim #142740. Councilwoman Smith seconded the motion. There was no public comment.

**Motion Passed Unanimously.**

**PUBLIC HEARINGS**

**Public Hearing and Decision on the Preliminary Budget for FY2017/2018**

Mayor Hamilton introduced the item and turned the presentation over to the Budget Committee. Dennis Nelson explained that he, Ed Tharp and George Chancellor, along with the Mayor, Kelly Smith and Crystal Turner met last week to review the FY2016/2017 budget. He commended all departments for being within their budgets, all except Planning which received way more applications than anticipated. The Committee recommends utilizing the same budgeted expenditures as last fiscal year for this upcoming year. There will be more time spent on Planning items since we have the five-year review of the Impact Fee policy and will probably see more applications. We also have three grant applications submitted, all which require a local match. Mr. Nelson explained that the new gas tax revenue program will require a roughly $2,500 local match. Kelly Smith is still learning about how to process this program and will relay information to Mr. Nelson once she has it all. Mr. Nelson continued that with the flashing crossing light, and sidewalk improvements for ADA compliance will require roughly $56k match.

(7:08 on disc) of moving money into reserves. He recommends $50k be fully placed aside for all the grant matches. Mr. Nelson also recommends that the $12,000 payment for the cell tower lease also be set aside towards these grant matches.

Randy also presented to Mr. Nelson a sickle bar he wishes to purchase that would be used to mow areas along the lagoons and the barrow pit – which would be split three ways between Water, Sewer and Parks funds.

Mayor Hamilton explained that we are also planning on a budget increase due to Marsy’s Law, should this law go into effect.

Dennis Nelson asked if there were any updates from the Gallatin County Sheriff Office since we opened negotiations for the final year of the contract. Crystal turner reported that she has been in contact with Sheriff Gootkin who said he still has not gathered all the information that the committee requested. Dennis suggested that the City continue with the $300,000 budget which matches the contract.

Councilman Chancellor made a motion that we approve the preliminary budget for the Fiscal Years 2017/2018. Councilman Tharp seconded the motion.

**Motion Passed Unanimously.**

**REPORT OF OFFICERS**

City Treasurer Kelly Smith reported the Mixing Zone Study for the outfall of the wastewater project will be performed this Thursday.

City Clerk Crystal Turner questioned about the cell tower lease payment and she and Kelly questioned today where that would receipted (last year was into the

**REPORT OF COUNCIL COMMITTEES**

Ordinance Committee met tonight at 6PM here at City Hall – they thought they had a clear direction but the draft they reviewed tonight was said to be an administrative nightmare by Sgt. Peterson. They would prefer a no-Council-required permit that could be issued at City Hall up to seven days. Over seven days would require a conditional use permit. There was discussion regarding the timeliness for response to an applicant if the application needed to be heard by the Zoning & Planning board, and then the Council prior to approval. The discussion turned to timeframes exceeding seven days, and what would be an acceptable time to stay in a camper/recreational vehicle. George Chancellor asked what the original intent of this ordinance was. Teri Whitesitt and Deb Mickelberry stated it was to prohibit a person from living in the camper, recreational vehicle or tent permanently. George asked how we would inform the public that they would need to obtain a permit before their family comes visiting. Crystal Turner said we try to inform the public via our website, Facebook, postings around town but we will still have people slip through the cracks. She believed

Teri asked if there was a number everyone felt comfortable with so we could move this ordinance to a first reading. She was comfortable with two weeks, or even one month. Dennis Nelson suggested three weeks because if one needs to obtain a permit for more than three weeks they would not be able to be heard before the Council on those months where we do not have meetings every other week. The rest of the Council was comfortable with three weeks, more than that request would have enough time to get prepared to be heard before the Council.

**UNFINISHED BUSINESS**

**Wastewater Project**

**a) SRF Draw #28 in the Amount of $332,824.00**

Mayor Hamilton introduced the draw and explained this was the last draw request to include a pay application to Smith Contracting.

Councilwoman Smith thanked Dennis and Ed for all their work on this, and made a motion to approve that SRF Draw #28 in the amount of $332,824 for the Mayor to sign off. Council ?? seconded the motion.

**Motion Passed Unanimously.**

**b) Approval of Addendum #9 with Great West Engineering to Furnish the MPDEA Permit Modification**

Mayor Hamilton explained that the current permit does not reflect our new discharge location and so the permit needs modified.

Councilman Nelson made a motion to give Steven permission to sign Addendum #9 (listen). Councilwoman Whitesitt seconded the motion.

**Motion Passed Unanimously.**

**Water Project**

**a) SRF “C” Draw #2 in the Amount of $36,423.00**

**b) WRDA Draw #5 in the Amount of $98,916.63**

Mayor Hamilton introduced the draws simultaneously.

Kelly Smith added that the only other item in the Water Project after this will be the final payment to Great West Engineering.

Dennis Nelson added that he, Ed Tharp, Sharon Smith, the Mayor along with Crystal and Kelly met with Great West last week to follow up on the amendments they requested to their contract. We had roughly $39,000 remaining in the project budget, and after Great West Engineering ceded some of their additional requested charges, we did recommend a final payment to them for around $34,000.

Nelson moved to approve (draw titles). Councilwoman Smith seconded the motion. The Mayor added that we will use all grant monies first.

**Motion Passed Unanimously.**

**Discussion and Decision on the City of Three Forks Drug & Alcohol Testing Policy**

Mayor Hamilton recapped the changes agreed upon at the last meeting and noted that Crystal Turner had provided a clean copy to all the Council

GC made a motion that we approve the City of Three Forks Drug & Alcohol Testing Policy. Dennis Nelson seconded the motion. There were no public nor Council comments.

**Motion Passed 5:1, Teri Whitesitt opposed.**

**Decision on the City of Three Forks Personnel Policy**

Councilwoman Smith motioned to approve the personnel policy manual. Councilman Chancellor seconded the motion. Crystal explained the accident at the rodeo with a volunteer,

**Motion Passed Unanimously.**

**NEW BUSINESS**

**Decision to Appoint Ann Cole as the Three Forks Representative**

Councilman Nelson made a motion that we approve Ann Cole to the three year term on the economic board. Councilman Tharp seconded the motion. There were no public nor Council comments.

**Motion Passed Unanimously.**

**PUBLIC COMMENTS/CONCERNS**

There was no public comment on any items not on the agenda.

**MAYOR & COUNCIL ANNOUNCEMENTS**

There were no Council announcements.

Mayor Hamilton reported he and Dennis Nelson attended the Northern Rocky Mountain Economic Development meeting which was held last Tuesday night. They were the only attendees so had a good visit with NRMEDD.

He also reported he and Kelly Smith attended the MCLT regional training last Wednesday.

Last, he reported that the Gallatin Valley Outlaws would be here

**AGENDA ITEMS FOR NEXT COUNCIL MEETING: 8/8/2017**

* Public Hearing and Decision on a Resolution Notifying the Gallatin County Election Administrator of its Desire to Conduct the 2017 City General Election by Mail Ballot in Accordance with Section 13-9-202, MCA
* Discussion and Possible Decision on the Preliminary Budget for FY2017/2018
* Jared Brown’s 2

**ADJOURNMENT**

Mayor Hamilton asked if there was any other item to come before the Council tonight and if not for a motion to adjourn. Councilwoman Mickelberry moved to adjourn. The rest of the Council “seconded” in unison. Councilman Nelson seconded the motion. There was no public comment.

**Motion Passed Unanimously.** (8:00 P.M.)

Steven B. Hamilton, Mayor Crystal Turner, City Clerk