

TOWN OF BROADUS
Regular Council Meeting
January 2, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes. Councilperson Turnbough made a motion to approve previous minutes, councilperson Slovek second the motion; motion carried.

Before beginning unfinished business, Councilperson Smith asked Clerk Morris to do some research on Town policies, ordinances, and resolutions to see what the current rules/procedures are, if any are in place on burning garbage within town limits. Looking in particular for any stipulations on burning items with harsh chemicals in/on them. Clerk Morris will look into this and convene with council in February.

Unfinished business began council reviewing the new base rate tiers on an excel spreadsheet to ensure they match what was set and discussed at the previous meeting. No concerns about the rate tiers, they look correct as to what was voted on and passed in December meeting. Council agreed to move forward with public notice and public hearing. After taking school sporting schedules for the Town of Broadus into account, Councilperson Slovek made a motion to set the public hearing for January 24, 2023 at 6:00pm at the Town of Broadus Office, Councilperson Morris second the motion; motion carried. If there is no public comment or concern by 6:30 pm the council will close the public hearing and move to pass the final rates. If there is public comment or concern, council will stay until all public comments are heard and then convene. Public notice and public hearing date will run two weeks in the Powder River Examiner, will be posted to the Town of Broadus website and Facebook page as well as 3-4 public buildings.

New business began with Clerk Morris updating the council on the FY 2022-2023 audit that is in progress by Denning, Downey & Associate CPAs. This audit will be submitted in lieu of the 2023 Annual Financial Report to the Local Government Services Bureau in the Department of Administration.

The following claims were reviewed and approved by Council:
(DECEMBER)

12183	Josie Morris	Meal & Mileage Compensation	173.60
12174	TRECO	Utility	2416.00
12202	Northwest Pipe Fitting	Supply	645.38
12196	Northern Truck Equipment	Plow for Dump truck	12680.11
12198	Barbero Auto & Ag	Supply	699.81
12199	EMC Insurance Companies	Premium	1456.11
12200	Noble Law Firm PC	Consulting Fees	60.00
12201	Broadus Foods	Supply	17.16
12205	Alderman's Quikstop	Fuel	928.57
12203	Hawkins Water Treatment	Chlorine Cylinders	110.00
12204	Range Telephone Co.	Utility	140.95

(JANUARY)

12216	Grant's Hardware	Supply	220.42
12210	Cody Morris	Reimbursement	40.00

12215	Ferguson Waterworks	Supply	108.00
12214	Montana Municipal Interlock Authority	4 th Qrt WC Assessment	2536.73
12213	Chad Gatlin	Reimbursement	50.00
12212	Raevyn Slovek	Reimbursement	40.00
12211	Lori Turnbough	Reimbursement	40.00
12209	Wanda Smith	Reimbursement	40.00

With nothing further before the council, Councilperson Slovek moved to adjourn, Councilperson Morris second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 6:25 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS

Public Hearing

January 24, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris and Guest Billy Stuver

Mayor Gatlin called the public hearing to order at 6:00 pm. Following the pledge of allegiance, the council allowed thirty minutes for public comment. No comment(s) received. Mayor Gatlin asked if there was a motion to approve and pass the final rate increase tiers with no public comment received, Councilperson Slovek made a motion, Councilperson Morris second. Motion carried. Public hearing closed.

TOWN OF BROADUS

Special Council Meeting

January 24, 2024 @ 6:32 pm

After public hearing closed, council was presented with an inquiry from Cedar Lovet to bring a service dog that is a Pitbull to Broadus. Pitbull dogs are not allowed within town limits according to the Town of Broadus ordinances. Mayor Gatlin inquired if there was a motion to approve or deny this request. Councilperson Morris made a motion to deny the request and obey the town ordinances regarding pitbulls, Councilperson Turnbough second. Motion carried.

The following claims were reviewed and approved by Council:

(JANUARY)

12227	Town of Broadus	Utilities	628.81
12225	West Plains Inc.	Supply	273.66
12224	US Bank Trust	SRF Loan Payment	25527.50
12223	Rocky Mountain Print Solutions	W2 Forms & Envelopes	63.06
12222	U.S. Postal Service	BAC Water Sample	283.70
12221	Amazon	Supply	537.84
12220	Unum	Group Life/AD&D Ins.	174.65
12247	Energy Laboratories	Water Sample	53.00
12248	Denning, Downey, & Associates CPAs	BMS Cloud Access	215.00
12249	Glow	Business Pens	80.00

12218	Cassidy Zimmer	2 Loads Coal	938.40
12219	Alderman Oil Co, Inc.	Propane	867.00
12254	Local Government Services	Late AFR Fee	55.00
12255	Broadus Foods	Supply	43.96
12251	Montana Rural Water Systems	FY24 Service Connection	350.00
12252	Energy Laboratories	BAC Water Sample	52.00
12250	Verizon	Utility & Ragsdale Phone	300.92
12207	TRECO	Utility	2729.00
12253	Alderman Oil Co, Inc.	Propane	693.05

With nothing further before the council, Councilperson Slovek moved to adjourn, Councilperson Morris second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 6:35 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
February 6, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris; Public Works Cass Zimmer and Guests Julie Emmons-Stoddard; Melissa Billing; Mary Rumph; Kate Riley; Tracy Thomas; and Jim Atchison

Mayor Gatlin called the meeting to order at 6:02 pm. Following the pledge of allegiance council reviewed the previous minutes. Councilperson Turnbough made a motion to approve previous minutes, Councilperson Slovek second the motion; motion carried.

Public Comment was opened for Jim Atchison from SEMDC to come and present Mayor Gatlin and all council members with an aware for being a member. He also presented the council with the minutes from the CEDS meeting to show the requests for the town and community as well as the progress that has been completed in the last year.

Unfinished business began with Julie Emmons-Stoddard addressed the council on behalf of SEMDC as well to discuss the HB 819 Program that legislature passed to help with housing and planning with local governments. Part of this funding is for planning a growth policy that Montana Code Annotated states every city/town must have and be evaluated every 5 years if the city/town has zoning regulations. There is a possibility of having the match of this grant waived due to unforeseen expenses that the town incurred through auditing this fiscal year. The application for this grant is due February 9th; Clerk Morris, Mayor Gatlin, and Julie Emmons-Stoddard will work to submit the application. Mayor Gatlin asked if there was a motion to approve the process to apply for this grant toward a growth policy; Councilperson Turnbough made a motion, Councilperson Slovek second, motion carried. Melissa Billing then added further information about the Montana Mainstreet Program that the Town of Broadus is officially accepted to be a part of. There is an application to apply for funding through this program as well for a master downtown plan of the community that will piggyback the growth policy plan. The funding and matches, if any will be sorted out if funds are awarded. Mayor Gatlin called for a motion to approve the process for the MT Mainstreet Program application, Councilperson Turnbough made a motion; Councilperson Slovek second, motion carried.

Clerk Morris then informed the council that she is working with Black Mountain Software to get new water and garbage rates finalized in the billing software. These rates will be seen on the billing cycle that goes out in March for the month of February.

New business began with Public Works Zimmer stating that street improvement has been chosen as the top priority project with the HB 355 funding from the state in the amount of \$51,370. A list of projects was made in a previous meeting with final project being selected today. With street improvement, maintenance, and repair being chosen, the budget for this project will be what funding we are allocated. A match of \$10,000-12,000 will be required if we use the full allocation. This will be accounted for in the next fiscal years' budget. PW Zimmer has also been working on right-of-way maintenance, maintaining the ground, streets, or alleys where things have been dug up for sewer line repairs. Minor tree trimming and sign repair/replacing has also been done. Servicing on daily equipment has also been recorded. No major concerns to bring forward at this time. A resolution for the approval to apply for the project above through the HB 355 program was reviewed and signed by Mayor Gatlin.

Next, Clerk Morris informed the council that the Broadus Tree Board needs to have a meeting in early March to decide ideas for tree planting for Arbor Day. Clerk Morris and Margaret Scoles have been jointly applying for 2023 Tree City USA Recognition as well as applying for funding for 2024 arbor day grant for tree planting, care, and removal. It was recommended that a tree behind the nursing home where one was removed due to a storm would be top priority. Other placement area listed were the park or down from the "ice rink"/creek area near the high school.

Clerk Morris then introduced an unfinished quote from Black Mountain Software on an online billing software they are working to develop for their users. This software through Black Mountain would be considerably more affordable for the Town rather than a third-party contract as previously discussed. When completed, the billing software through Black Mountain would offer an online portal, guest pay, auto pay, email bills, and a call center. A final quote will be sent to the Town of Broadus when software is complete and launched. Information will be taken to council at that time as an additional payment option to the current ones the Town offers. Lastly, Clerk Morris introduced a resolution to the Town Council calling for an election on the question of conducting a local government review and establishing a study commission to do so. This election is required of local governments every ten years. After reviewing, the mayor signed the resolution that states an option to vote "For or Against" the local government review and establishing a study commission to examine the government of the Town of Broadus not to exceed \$2,000. The primary election for this vote will take place on June 4, 2024. If voters decide in favor of conducting a local government review, a study commission will be comprised of three members shall be elected at the general election of November 5, 2024. After review Mayor Gatlin signed this resolution.

For informational purposes, PW Zimmer informed the council about the next U.S. Highway 212 Task Force meeting on February 21, 2024 at 5:30 pm at the VFW Hall. This task force is composed of multiple cities, towns, and counties working in a joint effort to get funding for improvements on Highway 212 that promote safety and address concerns. The meeting is open to the public.

The following claims were reviewed and approved by Council:

(FEBRUARY)

12267	Cody Morris	Reimbursement	40.00
12268	Lori Turnbough	Reimbursement	40.00
12269	Raevyn Slovek	Reimbursement	40.00
12270	Chad Gatlin	Reimbursement	50.00
12271	EMC Insurance Companies	Premium	1456.11

12272	Powder River Examiner	Advertisement & Legal Notice(s)	167.50
12273	Mid-American Research Chemical	Supply	185.75
12274	Alderman's Quikstop	Fuel	686.17
12275	Barbero Auto & Ag	Supply	654.00
12276	Boss Inc	Supply	333.91
12266	Wanda Smith	Reimbursement	40.00
12256	Town of Broadus	Utility	624.76
12257	Trumps Repair	Public Works Pickup Serviced	220.00
12258	Hawkins	Chlorine Cylinders	80.00
12259	Timeclock Plus, LLC	Annual Dues	243.00
12260	The Corner Store	Supply	8.00
12261	Grant's Hardware	Supply	1087.07
12264	TRECO	Utility	2594.00

With nothing further before the council, Councilperson Turnbough moved to adjourn, Councilperson Smith second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 7:05 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS

Public Hearing

March 5, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Lori Turnbough; Councilperson Cody Morris; Public Works Cassidy Zimmer; Public Works Raymond Ragsdale; and Clerk/Treasurer Josie Morris

Mayor Gatlin called the public hearing to order at 6:00 pm. Following the pledge of allegiance, the council allowed fifteen minutes for public comment or question regarding HB 355 funding being used to repair or replace existing streets in the Town of Broadus Smooth Streets for 2025 Project. No comment(s) received. Public hearing closed. Resolution 2024-04 to approve the proposed "Smooth Streets" project signed by Mayor Gatlin and attested by Clerk/Treasurer Morris.

TOWN OF BROADUS

Regular Council Meeting

March 5, 2024 @ 6:15 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris; Public Works Cass Zimmer and Raymond Ragsdale

Mayor Gatlin called the meeting to order at 6:15 pm. Council reviewed the previous meeting minutes; a few spelling errors were noted. Councilperson Morris made a motion to approve previous minutes, Councilperson Turnbough second the motion; motion carried.

Unfinished business began with Clerk Morris updating council on the ease of working with Black Mountain to update water and garbage rates which can be seen on the February billing cycle that went out March 5, 2023.

New business began with Public Works Zimmer updating the council on the HB 355 grant application that is due to commerce by the end of March 2024. This funding will primarily go toward work on streets by the school and against the sidewalks as well as near the Yellowstone Bank and Broadus IGA. Work on streets will not be contracted until fiscal year 2024-2025. All that will be submitted in 2024 is bidding for the asphalt. PW Zimmer has hopes of seeing this funding provide an estimated 20 truckloads. Zimmer stated that he has been completing dumpster repairs and picking up trash. A new air intake box was installed on Snow White as well as an alternator in sunny. Both working well. The temporary stop sign at the junction of E Holt and Trautman Ave was stolen along with the cone. Zimmer installed another temporary sign at the location. Lastly, Zimmer is working on continued education online through Montana Rural Water. Clerk Morris added that Public Works Donna Wilson will be attending the Montana Rural Water School in Billings on May 14-15th.

Public Works Ragsdale stated he has also decided to attend the Montana Rural Water School in Billings. He is continuing to replace some sewer lines that are in need of repairs but is at a halt at the moment. He is hoping to further his knowledge on sewer line repairs with less damage and cleanup at the Montana Water School this year. Ragsdale has also been working to replace older water meters with newer ones and still has some yet to replace. The ARPA prices and contracts are still being compiled before any work will begin.

The following claims were reviewed and approved by Council:
(FEBRUARY)

12281	EMC Insurance Companies	Premium	1471.11
12279	Local Government Services	Late 2023 AFR Fee	55.00
12280	Verizon	Utility	157.20
12277	B&L Traub Inc.	Backhoe/Labor	2434.80
12287	Range Telephone Cooperative	Utility	280.49
12288	Wanda Smith	Reimbursement	40.00
12291	Raevyn Slovek	Reimbursement	40.00
12292	Chad Gatlin	Reimbursement	50.00
12282	Montana Legislative Services	2023 MCA Full Set	350.00
12283	Barbero Auto & Ag	Supply	471.13
12278	Alderman Oil Company, Inc.	Propane	384.10
12290	Lori Turnbough	Reimbursement	40.00
12289	Cody Morris	Reimbursement	40.00

(MARCH)

12293	Hawkins Water Treatment	Chlorine Cylinder	80.00
12294	Alderman's Quikstop	Fuel	343.29
12295	Ferguson Waterworks	Water Meters	1071.00
12286	TRECO	Utility	2456.00
12296	Energy Laboratories	Water Sample	53.00
12297	Grant's Hardware	Supply	279.26

With nothing further before the council, Councilperson Morris moved to adjourn, Councilperson Turnbough second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 6:30 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
April 2, 2024 @ 6:00 pm

In Attendance: Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris; Public Works Cass Zimmer and Raymond Ragsdale; Guest Sheriff Devin Boman

Mayor Gatlin was absent from the meeting and elected Councilperson Morris to run the meeting in his absence. Councilperson Morris called the meeting to order at 6:05 pm. Following the pledge of allegiance Council reviewed the previous meeting minutes. Councilperson Turnbough made a motion to approve the previous minutes; councilperson Slovek second the motion; motion carried.

Councilperson Morris began with unfinished business, addressing the new water and garbage rates. Clerk Morris was asked if there was any feedback from the community after the rate increase as well as if any difficulties arose when increasing rates in the software. Clerk Morris informed the council of no issues when making changes to software and commented that Black Mountain provided excellent support during this process. Minimal comments or feedback has been received since the new rates went into effect. Clerk Morris also updated the council on the continued coordination with Clerk & Recorder Gatlin on the Local Government Review process taking place this year. The resolution for voter review was signed into effect by Mayor Gatlin at a previous meeting and this vote will be seen on the June ballot.

New business began with Public Works Zimmer informing the council on the theft of the temporary stop sign at the junction of E Holt and Trautman Ave by the manor. The first temporary sign was taken with the stand being left, the second sign and stand were taken as well as the cones. Security cameras will be ordered to use in many aspects of public works duties throughout the town. Zimmer completed his continued education certification online through Suncoast Learning, receiving all of his required credits for this year. It was discovered that the online courses save the town some expense eliminating travel and lodging expense and look forward to the continued use of this method when available. Zimmer informed the council of gravel being placed behind the Congregational Church at some of the church member's request. Zimmer worked with Dave Richards on communication and coordination of the gravel being placed in the best spot for improvements for church attendees. Zimmer stated that Clerk Morris and himself completed the HB 355 application and submitted it to Commerce on March 29, 2024. This week he has been working on getting new tracs/tires for the skid steer, spraying lines for soccer in the park as well as installing a culvert up by the trail end near Rue Ave at the base of the hill to improve drainage in that residential area as well as the field nearby, coordinating streets, etc.

Business continued with Public Works Ragsdale stating that all ARPA paperwork was gathered and taken with him to water school in great falls in previous weeks to be given to Chad Hanson at Great West Engineering; who is helping us with the paperwork process of this funding. Draw #1 being compiled of all previous projects that have been completed for this funding have been submitted and the Town is awaiting partial or full reimbursement for these projects. Draw #2 is in progress now, compiling all final quotes for projects yet to be completed and have the funding disbursed for the projects as needed. Ragsdale also informed the council that he is in need of a new computer dock. The monitor is still working well however, the dock is a minimum of 8 years old if not older. The dock cannot handle the newest update of software needed to continue our logs. The funds for this have already been accounted for in the administration side of water funds. Ragsdale is also starting the slow process of updating some of the fire hydrants on Trautman Ave as some of them are smaller lines than preferred or too many years old. This will be a slow process in which an engineer will most likely be hired to complete a water audit

to know the status of water flow, water health, etc. in these areas and then funding applied for in hydrant replacing.

Guest Sheriff Boman then took the floor wanting to discuss the speed limit rules and regulations regarding the school zone. Clerk Morris shared the 1982-1985 ordinance on speed regulations as well as the more updated one from 2007 that solely states regulations of traffic in the Town limits but not setting specific speeds for different zones. A 15mph school zone is desired to work towards. This will require further investigation of following MCA code as well as mirroring DOT regulations for our traffic rules. A modification to the current ordinance or a new one in conjunction with this current traffic regulations will eventually be drawn up. According to Sheriff Boman's research, MCA code states that local governments have the ability to decrease limits in areas by ordinance without being required to obtain an engineering study. This has not been moved forward for several years as it was previously required for an engineering study to be completed before these zones could be regulated which would have been too expensive for the Town. According to DOT regulations, signage at the beginning and end of the school zone would need to be placed stating specific speed and hours of school zone as well as roadway markings. Further investigation and discussion between the Sheriff, Mayor, Clerk and Council will happen before anything is put in place.

Clerk Morris then took the floor to discuss the Black Mountain Pay software that they have launched. The Clerk completed a demo of the software with a Black Mountain representative as well as a manager from the coordinating software company. The software was noted to be very easy to navigate and understand. This software would allow customers to receive emailed bills, text and email notifications on all bills and payments, set up ACH payments or debit/credit payments with the choice of recurring payments. Customers would have the choice to use "guest pay" every month or as needed without creating an account but an account would need to be created with their account number from bills for recurring payments. This service also includes live agent support 24/7. As Black Mountain is newly launching this software with lots of updates, they quoted the town an annual service fee of \$1,200. It is the Clerk, Mayor and Council's opinion to see how the software runs for 6 months to a year while letting them work out any issues as well as give the Town adequate time to see the rate increase work and stabilization of some funds before adding additional services. If this software is ever added all current payment methods of cash, check, or money order will still be allowed, there will just be online payment or debit/credit payment choice available as well as electronic bills. The council will keep all community members apprised of any changes with obtaining the software. Clerk Morris then informed the council of Judge McEuen's conference coming up the week of April 22nd – 26th, Public Works Wilson water school continued education coming up May 14th – 15th in Billings as well as some continued training for Ragsdale in April and May. The Clerk stated she will be out of the office for personal leave from 12:00 pm on Wednesday April 10th to the morning of Tuesday April 16th as well as gone the week of Sunday May 5th through Saturday May 10th for Clerk Institute in Fairmont Hot Springs, Montana. The clerk asks that all community members put these dates on their calendar for convenience or keep an eye on the Town's Facebook page and website for dates the clerk will be gone or office closed. Public Works Ragsdale, Wilson and Clerk Morris will do our best to ensure May Bills go out before the 5th when the clerk leaves for institute. Clerk Morris then discussed the 2024 Range/Vantage Point Permit application that was sent to us for approval and Mayor signature to allow their works on town right of ways this summer when they come to work. Mayor Gatlin and Clerk Morris discussed a day before the meeting that it is necessary to meet with management from Range and/or VantagePoint to discuss better communication, guidelines, etc. to avoid issues similar to 2023 with this project. No permit will be signed for them until this meeting happens of which will include Mayor Gatlin, Public Works Zimmer and Clerk Morris. Lastly, Clerk Morris informed the council that past due notices were mailed through certified mail

on March 4, 2024 to eight individuals. These past due notices were only printed for individuals 90 to 120 days past due. Of the eight notices sent, four of the certified letters were refused for pickup by individuals. The Town of Broadus Water Utility Ordinance section 7.0 states:

7.0 BILLING PROCEDURE AND DELINQUENT ACCOUNTS

7.1 When Payment Due. All bills for utility services furnished by the Town shall be due and payable at the Town Office the 25th day of each month. Receipt of the bill by the customer is presumed rebuttal. If the consumer fails to receive his monthly bill, it is the consumer’s responsibility to contact the Town. The Town shall then issue a duplicate bill.

7.2 Bills to be Issued to Property Owner. Accounts for service provided by the Town shall be in the property owner’s name only. Bills shall issue from the Town to the property owner. Duplicate bills will be sent to the renter/occupant if requested by the property owner or renter/occupant, but the account still remains in the property owner’s name and is solely responsible for the account.

7.3 Delinquent Accounts Defined. In the event that any bill for services shall not be paid in full when due, the Town shall have the right to discontinue all services furnished by the Town to the delinquent consumer. A delinquent account is an account that remains unpaid for a period of sixty (60) days following the original billing.

7.4 Discontinuance of Utility Services: and Notice of Discontinuance. In the event that any utility bill is delinquent, the Town shall notify the consumer (and occupant if known) of the delinquency and the intent of the Town to discontinue service if the same is not paid within ten (10) days of the notice.

7.5 Resumption of Service. After the water has been turned off by the Town for nonpayment of the utility bill, the water will not be turned on anywhere in the Town for that consumer until the consumer has paid the utility bill, together with the actual cost of resuming the service, or a minimum of fifty dollars (\$50.00).

Therefore, from this next billing cycle moving forward, any payments not received by the 25th of the month as stated in the ordinance will receive a \$5.00 penalty on their bill as well as any account 60 days past due, at any time of year, will result in services being turned off until payment is received in full as well as the \$50.00 fee to reconnect services. If any community members have issues with this or would like to view the full ordinance, please come talk to the Clerk at the Town Office, 210 E Holt Street Monday through Friday from 8:00 am to 4:30 pm. These rules are not new regarding penalties or shut offs but have not been strictly enforced until this point. The council and mayor are in full support of the Clerk more strictly enforcing these regulations that have been placed.

The following claims were reviewed and approved by Council:
(MARCH)

12322	Broadus Foods	Supply	48.45
12321	Noble Law Firm PC	Legal Services	30.00
12317	Verizon	Utility	157.20
12316	Cintas	Medical Supply	81.47
12315	Energy Laboratories	Water Sample	53.00
12314	American Welding & Gas Inc	Annual Bottle Lease	58.51
12313	MT Courts of Limited Jurisdiction	FY24 Judges Conference	300.00
12320	Alderman Oil Company, Inc	Propane	283.90

12319	Hi-Tech Auto Repair Inc	Tire for PW Pickup	524.00
12318	Local Government Services	Late AFR Fee	55.00
12323	Big Powder Machine & Welding	Water Meter Adaptor	100.00
12324	Barbero Auto & Ag	Supply	846.17
12331	Grant's Hardware	Supply	83.13
12330	Dept of Environmental Quality	2023 Annual Inv-MTG58	637.50
12329	EMC Insurance Companies	Premium	1456.11
12328	Range Telephone Cooperative	Utility	139.23
12327	Hawkins Water Treatment	Chlorine Cylinders	70.00
12326	Torgerson's	SR240 Skid steer Tirerac	1527.96
12325	Raymond Ragsdale	Reimbursement	359.98

(APRIL)

12338	Lori Turnbough	Reimbursement	40.00
12332	MMIA	1 st Qrt WC Payment	2528.98
12340	Chad Gatlin	Reimbursement	50.00
12339	Raevyn Slovek	Reimbursement	40.00
12341	Powder River Examiner	Subscription	38.00
12342	Alderman's Quikstop	Fuel	534.01
12336	Wanda Smith	Reimbursement	40.00
12337	Cody Morris	Reimbursement	40.00

With nothing further before the council, Councilperson Turnbough moved to adjourn, Councilperson Slovek second the motion. Councilperson Morris adjourned this meeting of the Broadus Town Council at 7:03 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS
Regular Council Meeting
April 30, 2024 @ 6:00 pm**

(Replaces Regular Meeting in May due to Clerk Institute)

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris; Public Works Cass Zimmer and Raymond Ragsdale

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance Council reviewed the previous meeting minutes. Councilperson Morris made a motion to approve the previous minutes; councilperson Turnbough second the motion; motion carried.

Clerk Morris updated the council on unfinished business by addressing the remaining past due accounts that will be shut off on May 1st until paid in full with a \$50 turn on fee. These few accounts are individuals that have been given past due notices, water bill reminders, certified letters, and phone calls if available with no contact. Any individual making contact with the Clerk will be worked with on accounts. Clerk Morris also updated the council on the upcoming meeting with Range District Manager Zjon May

regarding the continued fiberoptic work this summer. Mayor Gatlin, Public Works and Clerk Morris will all meet with Range on May 2, 2024 at the Town Office.

New business began with Public Works Zimmer updating the council on his ditch work and removal of dirt. The new backup camera for the garbage truck was installed and is functioning well. A new toilet was installed in the men’s park bathroom along with the sprinklers being turned on and working well after some minor repairs. More all-weather road patch ordered as remaining has been used up.

Public Works Ragsdale took the floor informing council on the continued replacement of water meters, completing a few each month. Repairs and replacement when necessary have been completed on some sewer lines. The sanitary survey for the water was completed; the Town is now set for 3 years before another one is needed. No deficiencies were noted in this survey. Public Works Ragsdale and Wilson will be completing a couple shut offs on water services tomorrow, May 1, 2024 along with completing their water route for new billing cycle.

Wrapping up the new business, Councilperson Slovek took the floor addressing the idea to have a “Beautifying Broadus” week like last year. The council tentatively decided on May 20 – 24th to allow the school and county to have their clean up week. By decision of the Commissioners, the dump will allow free dumps during this week in an effort to encourage our citizens to clean up their properties. The Town will also provide assistance with cleaning up by being able to schedule the garbage truck to pick up items by Public Works Zimmer or Wilson when requested. The dump will not be allowing items/objects that are not normally accepted. Anyone with questions or wishing to schedule help in clean up or garbage pick-up please call the Town Office at 406-436-2409 between the hours of 8:00 am and 4:30 pm.

The following claims were reviewed and approved by Council:

(APRIL)

12369	Torgerson’s	Supply	88.50
12372	Fireman’s Company	Annual Fire Ext. Service	460.40
12373	Range Telephone Cooperative	Utility	142.97
12368	Great West Engineering	ARPA Task Order #2	5105.25
12367	Verizon	Utility	157.14
12366	Montana Taxpayers Association	Membership Dues	60.00
12365	Fulton Services Inc	Service Call	505.00
12364	Alderman Oil Company Inc	Propane	308.95
12371	Hawkins Water Treatment	Chlorine Cylinder	70.00
12370	Local Government Services	FY23 Late AFR	55.00
12360	Boss Inc	Supply	62.97
12359	Grainger	Pressure Nozzle Kit	37.34
12334	TRECO	Utility	2338.00
12361	Quill	Supply	41.58
12363	Raymond Ragsdale	Reimbursement	579.40
12362	BDJ Construction	Lagoon Work / ARPA	4800.00

(MAY)

12377	Wanda Smith	Reimbursement	40.00
12378	Cody Morris	Reimbursement	40.00
12382	Barbero Auto & Ag	Supply	360.87
12381	Chad Gatlin	Reimbursement	50.00

12380

Raevyn Slovek

Reimbursement

40.00

There will be no council meeting the month of May due to Clerk Institute, Mayor Obligations and Employee Trainings. With nothing further before the council, Councilperson Morris moved to adjourn, Councilperson Slovek second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 6:24 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
June 4, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Cody Morris; Clerk/Treasurer Josie Morris; Public Works Cass Zimmer and Raymond Ragsdale as well as Guest Darron Alderman

Mayor Gatlin called the meeting to order at 6:00 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of reviewing the previous meeting minutes from 04-30-2024, claims forms from 5/24 and 6/24 accounting periods as well as travel request forms reimbursements. Councilperson Slovek made a motion to approve all consent agenda items, Councilperson Morris second the motion; motion carried.

Public comment open, Guest Darron Alderman requested for the Town to remove a section of property from Town limits for ease of permitting and licenses regarding his hopes to build a truck stop. Alderman stated an agreement could be formed to repay the Town's lost tax revenues and financial by removing this piece of property from the annexation of the Town. Council took all information into consideration; no decision or vote made at this time.

Unfinished business began with Mayor Gatlin reporting on the pre-construction meeting with Range and Vantage Point regarding this next phase of fiberoptics. The Town will have a new point of contact manager this phase and look forward to the project being finalized. At this time, work is scheduled to begin around the 24th of June 2024.

Staff reports began with Public Works Ragsdale updating council on ARPA funding and project progress. We are in the phase of ARPA funding where we can begin some projects as contracts come in. Ragsdale's primary projects with this funding is to install the SCADA software for pumps, wells, meters, etc., update well control panels, install updated power at the steel storage tank, generator for the hill well, repair steel tank, new pumps at lagoon, audio & radio read water meters as well as replacement of sewer line running behind The Coffee Shop to Powder River Tire and Lube, LLC. Ragsdale also discussed updating the Town's addresses to match 911, county and Montana Cadastral. This change would hopefully not affect many people as we will be changing it to match what county and emergency services have for primary addresses. This update will not occur immediately as we have to wait for new budget. Next, an update of the Lead & Copper reporting for DEQ and the EPA has been in progress but we do not have any lead service lines which is primarily what this reporting clarifies on. Lastly, Ragsdale spoke with council about deactivating the meter on the empty lot near fire station number two, account 0201-00. This deactivation would give the Broadus Volunteer Fire Department only one primary bill. Councilperson Slovek made a

motion to approve the deactivation of this account; Councilperson Morris second the motion; motion carried.

Reports continued with Public Works Zimmer informing the council on his progress fixing alleys and compacting dirt from Range/Vantage Point Construction work in 2023. Zimmer also reported on the Beautifying Broadus/Cleanup Week May 20-25th, stating there was not as much feedback or participation in cleanup week as there was last year. Later this month, all properties in town limits will be reviewed to ensure all standards of public nuisances are being met. Zimmer then reported on a sign order from Econo signs he made that include new signage for the school zone which will make the area a school zone 24/7 and Clerk Morris along with council will work to update the traffic ordinance to state the school zone updates.

Reports neared an end with Clerk Morris reporting to the council on Clerk Institute 2024 that was held in Fairmont Hot Springs May 5-10th. Due to knowledge and information obtained at institute this year there will be minor changes to better the procedures of council meetings, records, personnel policy, monthly financial reviews, new vendor account creation and cash handling processes. Clerk Morris then reviewed the Planning Governance Letter from Denning, Downey, & Associates, CPAs on the fiscal year ending June 30, 2023 audit being close to completion. Lastly, Clerk Morris updated council on the Montana Mainstreet Program working with other local groups to complete a downtown master plan and growth policy update. The town was recently awarded \$24,750.00 from the Montana Community Reinvestment Act Planning Grant Committee.

In conclusion, new business began with Clerk Morris discussing updating the website and switching the Municipal Impact as our website software/management company instead of google sites as we are using now. This other program would allow more communication options with the public, faster and more frequent updates on information, better organized information, technical support, calendar features, etc. No decision was made at this time.

The following claims were reviewed and approved by Council:

(MAY)

12390	Margaret Scoles	Tree Wrap; 3 Bur Oak Trees	314.97
12391	Josie Morris	Mileage & Meal Reimbursement	699.76
12388	Margaret Scoles	Arbor Day Reimbursement	279.96
12389	Boss Inc.	Supply	728.95
12398	Hawkins Water Treatment	Chlorine Cylinders	2649.83
12392	Dept of Environmental Quality	Water & Wastewater Cert	210.00
12393	Quill	Office Supply	116.15
12394	Denning, Downey & Associates	FY23 Audit in Progress	30,000.00
12405	Powder River Petals	Annual Flowers/Plants	101.00
12406	Torgerson's	Parts	205.15
12395	Timeclock Plus, LLC	Annual License Renewal	45.12
12396	Cintas	Office Medical Supply	115.77
12397	Verizon	Utility	157.14

(JUNE)

12407	Great West Engineering	Task Order #2 for ARPA	1830.75
12411	Wanda Smith	Reimbursement	40.00
12412	Cody Morris	Reimbursement	40.00

12417	Ferguson Waterworks	Supply	15.00
12416	Torgerson's	Parts/Supply	205.15
12415	Chad Gatlin	Reimbursement	50.00
12413	Lori Turnbough	Reimbursement	40.00
12414	Raevyn Slovek	Reimbursement	40.00
12418	C&B Operations LLC	Parks Supply	11.72
12419	Broadus Foods	Office Supply	23.55
12420	Range Telephone Cooperative	Utility	139.13
12421	Quad K Supply	Supply	744.00
12422	Powder River Diesel	Labor – Lagoon Trac. Tire	90.00
12423	Barbero Auto & Ag	Supply	659.21
12424	EMC Insurance Companies	Premium	1456.09
12427	U.S. Postal Service	Post Office Box Annual Fee	154.00
12428	Powder River Petals	Annual Flowers	182.00
12429	Grant's Hardware	Supply	144.94
12425	Econo Signs LLC	Supply	228.50
12426	Hawkins Water Treatment	Chlorine Cylinder	10.00

With nothing further before the council, Councilperson Morris moved to adjourn, Councilperson Slovek second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 7:15 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
July 2, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Councilperson Cody Morris; Clerk/Treasurer Josie Morris

Mayor Gatlin called the meeting to order at 6:00 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of reviewing the previous meeting minutes from 06-04-2024, claims forms from period 6/24. Councilperson Slovek made a motion to approve all consent agenda items, Councilperson Morris second the motion; motion carried.

Public Comment open; no comment(s) received.

Unfinished business focused on updating council members of the new website design launch and informed them of the new features. The Town of Broadus website can still be found at www.townofbroadus.com and anyone can “subscribe” to our website by entering in a cell phone number and/or an email address for the emergency alert system. This can be unsubscribed from at any time by each individual. Other improvements include better news and upcoming events section, organization of ordinances, resolutions, council agenda and meeting minute records as well as answers to frequently asked questions. There is an area for local shopping, dining, and lodging information as well. The council encourages citizens to take a look and give us feedback on how to continue to improve our website to best support our community.

Public comment open: no comment(s) received.

Staff reports began with Clerk Morris informing the council that Public Works Zimmer would update them at the next regular meeting and Public Works Ragsdale was on an active fire as fire chief therefore would not be attending. Clerk Morris then gave her report of the fiscal year ending 06/2023 audit closing meeting that occurred on June 26, 2024 at 11:00 am with Mayor Gatlin, Councilperson Morris and Denning, Downey, & Associates, CPAs. Councilperson Morris and Mayor Gatlin also shared their opinions on the closeout meeting going well with the fiscal year ending as we had hoped with less findings than last year. Repeat findings/issues are currently being handled or in the works of improving.

New business began with Clerk Morris bringing up the discussion of paid holidays off that the employees receive. All employees in the office have had some questions regarding only to follow Montana State Holidays or adopt some of the more common federal holidays as well. Councilperson Morris make a motion to maintain paid holidays parallel to Montana state designated holidays/standards; Councilperson Turnbough second the motion; motion carried.

Clerk Morris then opened discussion and review of the following Town of Broadus Ordinances: 2002-01 Dog & Cat, 2007-01 Traffic Regulations, and 2015-01 Water Utility. Proposed changes by council members and mayor include increasing violation fines on one or more of the listed ordinances, adding specific school speed zone information and restrictions, as well as changing the nuisance definition and violations on dog and cat regulations. All changes will be made to the ordinance(s) and reviewed for first reading and adoption at the August 6, 2024 6:00 pm regular council meeting. Before the changes are permanently adopted, all changes will be made available to the public for review.

The following claims were reviewed and approved by Council:

(JUNE)

12483	Broadus Insurance Services	Reimbursement	1461.09
12445	Carrot-Top Industries, Inc.	Supply	205.12
12446	Denning, Downey & Associates CPAs	Audit Work	17070.00
12447	Local Government Services	FY23 AFR	55.00
12448	Northwest Pipe Fitting Inc.	Supply	2864.13
12449	Hawkins Water Treatment	Chlorine Cylinder	10.00
12450	Powder River Chamber of Commerce	Annual Dues	500.00
12451	Barbero Auto & Ag	Supply	62.79
12452	Northwest Pipe Fitting Inc.	Supply	352.23
12453	Trumps Repair	Service	92.50
12480	Hugh Fulton	Mower	3000.00
12481	Generac Power Systems	Supply	234.99
12482	Grant's Hardware	Supply	2306.39
12438	Energy Laboratories	Water Sample	53.00
12439	The Corner Store	Fuel	56.44
12440	Montana Magistrates Association	Annual Dues	300.00
12441	Rebecca McEuen	Reimbursement	714.32
12442	Verizon	Utility	157.14

(JULY)

12474	Cody Morris	Reimbursement	40.00
12475	Lori Turnbough	Reimbursement	40.00
12476	Raevyn Slovek	Reimbursement	40.00

12477	Wanda Smith	Reimbursement	40.00
12479	Chad Gatlin	Reimbursement	50.00

With nothing further before the council, Councilperson Morris moved to adjourn, Councilperson Turnbough second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 7:00 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
August 7, 2024 @ 6:00 pm

In Attendance: Mayor Chad Gatlin; Councilperson Wanda Smith; Clerk/Treasurer Josie Morris; Councilperson Cody Morris Via Phone and Guest Sheriff Devin Boman and Deputy Cory Seaman

Mayor Gatlin called the meeting to order at 6:00 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of reviewing the previous meeting minutes from 07-02-2024, claims forms from period 7/24 and 8/24. Councilperson Turnbough made a motion to approve all consent agenda items, Councilperson Morris second the motion; motion carried.

Public comment open; No public comment received.

Unfinished business began with reviewing proposed updates to ordinances 2007-01 Traffic Regulations, 2015-01 Water Utility, 2002-01 Dog and Cat and vote to approve or change proposed updates. Ordinance 2002-01 Dog and Cat ordinance had proposed changes of increasing fees for violations of licensing, rabies, running at large, and nuisance as well as redefining a dog/cat being a nuisance. The proposed change in fines, once discussed with Sheriff Boman was not passed at this time and new updates proposed for the September 3, 2024 regular meeting. Ordinance 2015-01 Water Utility had proposed changes of adding NSF (non-sufficient funds) checks to the Section 7.0 Billing Procedure and Delinquent Accounts. This proposed penalty would match the Yellowstone Bank fee of \$28.00 per check. Therefore, discontinuance of services as well as a \$28.00 penalty made be applied to customer's accounts that result in NSF checks to the Town of Broadus. Ordinance 2007-01 had proposed changes of adding a special speed zone for the school; being 15 miles per hour 24/7 in posted school zone as well as additional limitations on U-turns in the Town of Broadus when posted. Mayor Gatlin called for a vote to complete the first reading and passing of the changes proposed to Ordinances 2015-01 and 2007-01, all members voted in favor, vote passed. Mayor Gatlin signed the first reading and passing of Ordinances 2015-01 and 2007-01 with Josie Morris, Clerk/Treasurer attesting. Both ordinances will be reviewed and passed a final time at the regular meeting of September 3, 2024 at 6:00 pm at Town Hall.

Public comment open; no comment received at this time.

Staff Reports then began with Clerk Morris addressing that Public Works Ragsdale was not in attendance due to illness and Public Works Zimmer not in attendance due to injury. Ragsdale requested that Clerk Morris inform the council on his behalf that the Town is continuing to work with Powder River County and the Sheriff's Office in updating all Town addressing to match in all areas and for 911 purposes. No contracts, costs, or time frames have been established at this time. Public Works Zimmer requested that Clerk Morris inform the council on his behalf that the Town received their first delivery of asphalt and he

will begin to patch and repair streets/roads when he returns to work. Clerk Morris gave her report to council on the letters of complaint to animals that were turned over to Sheriff Boman to maintain record, discussion of personnel policy updates and continued review of it with council members. Clerk Morris inquired about spouse/dependent benefits not being offered unless paid by employee, no changes at this time. Sheriff Boman then addressed the incident at the Town of Broadus Park that morning, specifically highlighting the issue with lack of signage to enforce no overnight camping and/or parking. The Town will work to obtain and post necessary signage in accordance with Sheriff Boman's recommendation.

Public comment open; on a side note, Sheriff Boman recommended that we touch base with the Home Boys company who bought the "white buffalo" campground to acquire more knowledge on their camping, contact preferences, etc. Ensuring that proper signage and information is posted for proper camping areas will help to decrease confusion and issues.

The following claims were reviewed and approved by Council:

(JULY)

12501	Alderman's Quikstop	Fuel	548.88
12500	Broadus Foods	Supply	47.96
12499	Verizon	Utility	314.34
12497	B & L Traub Inc	Labor	620.00
12496	Montana Municipal Interlock Authority	Liability Annual	8657.00
12495	Hugh Fulton	Equipment	3000.00
12493	John Olson	Fence Repair	345.00
12492	Montana Municipal Interlock Authority	Q2 WC Payment	2306.31
12491	Great West Engineering	ARPA Task Order #3	5286.50
12490	MMCTFOA	Membership Dues	50.00

(AUGUST)

12517	Broadus Foods	Supply	49.33
12516	Fulton Services Inc	Labor	246.50
12515	Cintas	Medical Supply Restock	81.82
12514	Alderman Oil Company Inc	Propane	57.00
12513	Energy Laboratories	CCR Report & BAC Sample	178.00
12512	Contractor Supply	Supply	332.53
12511	Broadus Insurance Services Inc	EMC Premium	1564.23
12510	Chad Gatlin	Reimbursement	50.00
12509	Raevyn Slovek	Reimbursement	40.00
12508	Lori Turnbough	Reimbursement	40.00
12507	Cody Morris	Reimbursement	40.00
12506	Wanda Smith	Reimbursement	40.00
12523	Mission Communications	Annual Dues	623.40
12522	Grant's Hardware	Supply	347.55
12521	The Corner Store	Fuel	415.97
12520	Barbero Auto & Ag	Supply	148.94
12519	Local Government Services	FY23 Late AFR	55.00
12518	Hawkins Water Treatment	Chlorine Cylinders	50.00

With nothing further before the council, Councilperson Turnbough moved to adjourn, Councilperson Morris second the motion. Mayor Gatlin adjourned this meeting of the Broadus Town Council at 7:05 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Preliminary Budget Hearing
August 27, 2024 @ 6:00 pm

In Attendance: Councilperson Wanda Smith; Councilperson Cody Morris; Clerk/Treasurer Josie Morris

Due to unforeseen circumstances not all members of council could attend, nothing to be voted on so members available continued to hold the public hearing. Clerk Morris called the Hearing to order at 6:00 pm and lead the pledge of allegiance. At this time the hearing is open to public comment; no comment received. Clerk Morris began to go over all preliminary budget numbers. Changes to highlight in this fiscal year include the continued use of ARPA money to update water and wastewater projects as well as HB 355 grant known as SLIPA (State-Local Infrastructure Partnership Act) in the amount of \$48,159.37 which will go toward road and street repair. A Montana Community Reinvestment grant in the amount of \$24,750 and a Montana Mainstreet Program grant in the amount of \$30,000 will be put toward the Town of Broadus updated growth policy as well as a Downtown Master Plan for the community. The Town is working with the Montana Mainstreet Program as well as the Powder River Area Economic Development Council to handle this funding and the projects. No major changes in final numbers for the water, waste water, and garbage funds compared to last year. Some minor changes in the general fund to reflect accurate training costs for employees as well as some increased association dues. A proposed cost of living allowance between 3.2% and 5% was mentioned with nothing decided while normal employee wages have to be evaluated. At this time Clerk Morris opened the floor to any public comment; no comment received. Final budget and coordinating resolutions will be reviewed, voted on, and signed at the Regular Council Meeting Tuesday September 3, 2024 at 6:00 pm at Town Hall. With nothing further to be presented at this hearing before the council, Councilperson Morris moved to adjourn, Councilperson Smith second the motion. Clerk Morris adjourned and closed the preliminary budget hearing of the Broadus Town Council at 6:25 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
September 3, 2024 @ 6:00 pm

In Attendance: Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek Via Phone and Guests Tracy Thomas; Donna Wilson; Alyson Ragsdale

Clerk Morris called the meeting to order at 6:03 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of claims forms from accounting periods 8/24 and 9/24. Councilperson Turnbough made a motion to approve consent agenda items, Councilperson

Morris second the motion; motion carried. Previous meeting minutes from 08-27-2024 will be reviewed at the next meeting.

Public comment open; Tracy Thomas took the floor first on behalf of the Chamber of Commerce to address their request of purchasing a 9 ½ foot tall by 40 ft long storage container to potentially place on Town Property. Possible locations discussed were by the old recycling center building or somewhere near the Multipurpose Barn at the Fairgrounds. The Chamber addressed the County Commissioners on this request and were directed to the Town Council from there. Clerk Morris and Public Works Ragsdale stated they would be in contact with Mayor Gatlin as well as other Public Works Members to decide the location. The Chamber has hopes of consolidating their storage in Town as it is currently spread out in many areas. Next, Tracy spoke on behalf of the Powder River Area Economic Development Council regarding the Pilot Tourism Grant they received. The PRAEDC is needing an estimate of funds necessary for the proposed projects of repairing the cottonwood park bathrooms to put in their planning documentation in this phase of the grant. Public Works Zimmer had given them a list of possible projects at an earlier date when first applying for this grant. Mayor Gatlin will coordinate with all public works departments as well as the Clerk to come up with an estimate and relay it to Tracy Thomas or Melissa Billing. Next, Donna Wilson took the floor to propose a temporary public works department help while Public Works Zimmer remains on leave. Public Works Zimmer did allocate funds for a temporary or part-time employee when he submitted his fiscal year 2024-2025 budget and this was previously discussed by himself and Public Works Wilson. Councilperson Turnbough make a motion to complete the two-week advertising process; Councilperson Morris second the motion; all in favor; motion carried. Clerk Morris will work to get an advertisement in the Powder River Examiner. Public Works Wilson also had a question regarding donations, fees, or something similar to work toward taking care of stray animals within the Town limits. The Town does receive funding from an umbrella fund at the Broadus IGA, however those funds are not guaranteed every year as they are applied to many things in the Town and County. Possible advertisement will be placed for anyone wanting to donate funds toward food, spay and neutering, vaccination, and rehoming fees for stray animals.

Unfinished business began with reviewing the proposed changes to Ordinances 2015-01 Water Utility and 2002-01 Dog and Cat. Ordinance 2015-01 Water Utility has proposed a \$28.00 fee for NSF checks received by the Town and Ordinance 2002-01 has increased fine amounts on all penalties or violations on licensing, vaccination, nuisance, running at large, etc. that will be enforced by Powder River County Sheriff's Office through the Interlocal Agreement between the Town of Broadus and Powder River County. Councilperson Turnbough make a motion to approve proposed changes on creating a fee for NSF checks; Councilperson Smith second the motion; motion carried. Second reading of the Water Utility ordinance has been considered and passed for the first time. Final reading and passing will occur on October 1, 2024 and go into effect on October 31, 2024 (30 days from signing). Second reading and consideration of the Dog and Cat ordinance signed and passed upon Councilperson Turnbough making a motion to approve penalty and violation amounts; Councilperson Morris second; motion carried. These changes will go into effect as of October 3, 2024 (30 days from now).

Staff Reports began with Public Works Ragsdale discussing the floodplain adjustments on a new map that he received from the State of Montana Department of Natural Resources and Conservation while he was out on leave with COVID. Ragsdale has contacted DNRC and set up a meeting to review the changes and ensure understanding of it. Next, Ragsdale discussed the GIS Software that he proposed as a part of the updates to the Water and Wastewater systems by better managing water meters, fire hydrants, man holes, water turn on/off valves, pipe replacements, residential or business updates to systems, mapping, lead and copper reports, etc. Ragsdale stated that the software is normally estimated to be \$3,000 per year but when it was expressed that the Town of Broadus has less resources and funding than some other

towns/cities, the software was offered to the Town of Broadus for 2 years at the original cost of \$3,000; essentially receiving a year free on cost. Councilperson Turnbough made a motion to obtain a contract for the \$3,000 spread out over 2 years; Councilperson Morris second the motion; motion carried. Ragsdale will work to obtain the contract and official write ups for the software. Then Ragsdale discussed the MIDCO diving project for ARPA that was completed in August. A diving team went into the storage tank while it was full of water to repair any issues or faults in the material. Reimbursement for this project will come from ARPA funding. There is also a sewer line replacement in progress that can go towards ARPA if it stays under total cost of \$80,000 and does not require to be bid out according to Town policy if under that amount for entire project. Ragsdale will work to obtain parts for the project through his own resources instead of through contract to save cost on hiring outside help. BDJ Construction will be assisting the Town with this project. With approval of council, Ragsdale will sign the letter to the Department of Environmental Quality to finalize ARPA documentation for the sewer line replacement. Lastly, Henry Shovic that is working with the County for readdressing and 911 completion has given the Town of Broadus a quote for maximum of \$5,600 to assist the town with updating service addresses to match the County as well as 911 emergency services. This quote was figured into the fiscal year 2024-2025 budget under Public Works water and wastewater systems as well as administrative on servicing. No motion necessary as this will be approved when final budget is reviewed for passing.

Clerk Morris began her reports with addressing the updated Interlocal Agreement for Law Enforcement with the County in effect from July 2024 to June of 2027 for the same amount of \$1,750 per month totaling \$21,000 per fiscal year. Council signed new agreement, copy will go to County Clerk and Recorder. Black Mountain Software introduced an online pay option in recent months that the Town was considering upon the adequate funding in budget as well as adequate desire for it within the community. The quoted annual amount is \$1,200 in addition to our other software programs through Black Mountain. This software will add an additional pay option of online in coordination with existing forms of payment which include cash, check and money order. This software will work directly with the Billing software we already have. The choice for online and automatic payments will be provided as well as emailed billing and more. This will be available in the next few months for any community members interested in it but not required. Clerk Morris will ensure to post an advertisement in the paper when it is fully launched as well as on the www.townofbroadus.com website and Facebook page. Councilperson Turnbough make a motion to sign the contract for BMS online pay software, Councilperson Slovek second via phone call; motion carried. Review of the updated personnel policy manual has been postponed to the next regular council meeting on October 1, 2024 at 6:00; all council members in favor.

Public comment open on all council meeting items; no comment received.

The following claims were reviewed and approved by Council:
(AUGUST)

12514	Alderman Oil Co.	Propane	58.80
12524	Boss Inc	Office Supply	539.95
12525	C&B Operations LLC	Parts	46.75
12555	Powder River County	Law Enforcement	1750.00
12563	J.P. Cooke Co	2025 Animal License Tags	94.95
12564	Verizon	Utility	314.40
12558	TRECO	Utility	2294.00
12529	Chantz Lambert	Labor	160.00
12528	Alderman's Quikstop	Fuel	640.89
12575	Grant's Hardware	Supply	374.76

12576	TRECO	Utility	2980.00
12565	MT Dept of Administration	AFR Filing Fee	800.00
12527	Quad K Supply	Supply	30.00
12566	Imperial Pump Solutions	Mission Equip Install	9558.40
12568	Barbero Auto & Ag	Supply	90.75
12569	Hawkins Water Treatment	Chlorine Cylinders	50.00
12570	Local Government Services	Late AFR	110.00
12526	Powder River Heating & AC	A/C Service	374.00
12571	EMC Insurance Companies	Premium	1564.23
12572	International League of Cities Inc	Annual Dues	175.00
12574	Music Boosters	Calendar/Supply	10.00
12573	Century Companies Inc	129.49 Ton Cold Mix	22013.30

With nothing further to be presented before the council, Councilperson Turnbough moved to adjourn, Councilperson Morris second the motion. Clerk Morris adjourned the regular council meeting of the Broadus Town Council at 7:00 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS

Final Budget Hearing

September 3, 2024 @ 7:00 pm

In Attendance: Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; and Councilperson Raevyn Slovek Via Phone

Clerk Morris called the Hearing to order at 7:00 pm and lead the pledge of allegiance. At this time the hearing is open to public comment; no comment received. Clerk Morris began to go over all final budget numbers. Department of Revenue Taxable Valuation Reviewed, Mill Levy Schedule stating the use of 153.00 mills this year with 135.99 going to the General Fund and 17.00 going to the Comp. Insurance fund. This leaves 0.05 mills to carry over for next year. All non-levied funds reviewed as well as previous fiscal year end cash balances. The ARPA funding of \$725,978, Montana Mainstreet of \$30,000, Montana Community Reinvestment of \$24,750, and HB 355/SLIPA grant of \$48,159 were all reviewed and discussed. All public works department budgets are remaining very similar with minor changes too add some software. Wages were also reviewed with anywhere from \$0.25 - \$1.00 increase proposed based on cost of living. Councilperson Turnbough made a motion to approve the cost-of-living increase for Clerk Morris and Public Works Wilson as well as general increase for other employees; Councilperson Morris second the motion; motion carried. Clerk Morris request a motion to approve the fiscal year 2024-25 budget, Councilperson Turnbough made a motion and Councilperson Slovek Second. Budget resolutions for 2024-04 through 2024-07 for Fiscal year 2024-25, Wages, SID Maintenance district and SID Light district passed and signed by mayor and council.

Public comment opened; no public comment received.

With nothing further to be presented before the council at this final budget hearing, Councilperson Morris moved to adjourn, Councilperson Turnbough second the motion. Clerk Morris adjourned the final budget hearing with the Broadus Town Council at 7:40 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
October 1, 2024 @ 6:00 pm

In Attendance: Clerk/Treasurer Josie Morris; Mayor Chad Gatlin; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek and guest Courtney Long via phone

Mayor Gatlin called the meeting to order at 6:00 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of reviewing the previous meeting minutes from 08-27-2024 and 09-03-2024, claims forms from period 8/24 and 9/24. Councilperson Turnbough made a motion to approve all consent agenda items, Councilperson Morris second the motion; motion carried.

Public comment open; Courtney Long from Great West presented on the growth policy and downtown master plan. She will be working directly with the Town of Broadus and Town Council during the process of updating the growth policy. These policies are needed to apply for and receive funding from the State. They should be reviewed annually and updated no later than every five years. The idea of this policy is to keep in mind what we have to offer as a Town and what we could do to improve or better enhance our community. Growth Policy updates require a planning board for the final hearing, the Town will consider going through the county planning board due to lack of an active planning board within the Town. A majority of grant applications and funding look for and require a growth policy. The Downtown Master plan is about long-term revitalization, preservation of historic buildings, community assets, etc. Community outreach and anticipated timelines can be flexible during this project. March – April 2025 is the desired end goal of finishing the growth policy.

Unfinished business began with the last reading of proposed changes to Ordinance 2015-01 and 2002-01. Mayor Gatlin requested a motion to approve the final reading and passing of the ordinances; Councilperson Morris made a motion: Councilperson Slovek second; motion carried. Mayor Gatlin signed the final passing of proposed changes with Clerk Morris attesting the signature.

Public comment open; no public comment received.

Staff reports began with Clerk Morris addressing that public works Ragsdale was out on a fire and did not have time to prepare a report this meeting. Clerk Morris relayed the report from Donna Wilson on the work to get asphalt laid, put up school zone signs, maintain mowing and weed trimming, clean up of dead trees, etc. No major issues to report. Clerk Morris then asked for approval to push the review of the drafted personnel policy to a later date; Councilperson Slovek made a motion and Councilperson Turnbough second; motion carried. Clerk Morris then lead the discussion of the PRADEC (Powder River Area Economic Development Council) meeting that happened Monday, September 30th at the community center with Roger Brooks. Roger was in the community as a “secret shopper” to see and spend time within our community talking to residents, shopping at local restaurants, stores, and bars as well as

staying in local lodging. They checked out the main attractions in the area and tried to learn their history on what the town and county have to offer. A presentation was given Monday night to inform citizens of his opinion after spending four days in the community. Comments from Councilperson Morris and Mayor Gatlin who also attended the presentation were given to conclude that it was a good presentation overall with constructive comments on the strengths and weaknesses of the town and its businesses as well as attractions. Clerk Morris also addressed the issue of two residents in violation of the nuisance ordinance. After discussion with council, it was determined that a letter of notification of violation will be sent to both individuals with a set time frame to correct the issue before a fee. Councilperson make a motion to send the letter of notification and approve a violation fee, if necessary, after the allotted amount of time; Councilperson Turnbough second; motion carried.

The following claims were reviewed and approved by Council:
(SEPTEMBER)

12593	The Corner Store	Fuel	109.47
12592	Energy Laboratories	Water Sample	159.00
12582	Lori Turnbough	Reimbursement	40.00
12584	Chad Gatlin	Reimbursement	50.00
12583	Raevyn Slovek	Reimbursement	40.00
12581	Cody Morris	Reimbursement	40.00
12580	Wanda Smith	Reimbursement	40.00
12599	Hawkins Water Treatment	Supply	2647.33
12598	Alderman's Quikstop	Fuel	336.48
12597	Boss Inc	Supply	576.95
12596	Powder River Examiner	Legal Advertisement	37.00
12595	Noble Law Firm	Court Assistance	45.00
12604	Russell Industries Inc	ARPA	34567.30
12603	Imperial Pump Solutions	ARPA	18818.40
12602	Ferguson Waterworks	ARPA	23244.17
12601	Fulton Service Inc	ARPA	26000.00
12600	Great West Engineering	ARPA	5078.50
12605	Warren Wash	Supply	5100.00
12608	USA Bluebook	Supply	819.54
12607	Ferguson Waterworks	System Upgrade	840.00
12606	iamGIS	Software & Support	1500.00
12611	Hawkins Water Treatment	Chlorine Cylinders	110.00
12610	EMC Insurance Companies	Premium	1564.23
12609	Josie Morris	Supply Reimbursement	125.50
12502	Northwest Fire Services Inc	Engine One Work	2412.15

(OCTOBER)

12635	MT Courts of Limited Jurisdiction	Judges Conference	1049.32
12628	Chad Gatlin	Reimbursement	50.00
12627	Raevyn Slovek	Reimbursement	40.00
12626	Lori Turnbough	Reimbursement	40.00
12625	Cody Morris	Reimbursement	40.00
12624	Wanda Smith	Reimbursement	40.00
12621	Powder River County	Law Enforcement	1750.00

With nothing further to be presented before the council at regular meeting, Councilperson Morris moved to adjourn, Councilperson Slovek second the motion. Mayor Gatlin adjourned the regular meeting of the Broadus Town Council at 6:57 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

TOWN OF BROADUS
Regular Council Meeting
November 6, 2024 @ 6:00 pm

In Attendance: Clerk/Treasurer Josie Morris; Mayor Chad Gatlin; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Public Works Raymond Ragsdale and Guest Jim Atchison

Mayor Gatlin called the meeting to order at 5:58 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of reviewing the previous meeting minutes from 10-01-2024 and claims forms from period 9/24 and 10/24. Councilperson Turnbough made a motion to approve all consent agenda items, Councilperson Morris second the motion; motion carried.

Public comment open; Jim Atchison from Southeastern Montana Development Co. came to the council meeting to give council members an annual update on the Corporation as well as updated financials on their ability to help cities, towns, and counties along with updated population numbers. SEMDC has aided the Town of Broadus and Powder River County in terms of obtaining funding when needed for projects and showcasing programs that are necessary for our area. Jim was also here to ask for the council's approval in paying the Fiscal Year 2024-2025 Membership Dues to continue being a part of their corporation. Council already approved the claim sheet for the membership dues in the aforementioned consent agenda where claims sheets were signed by council members. Lastly, Jim presented Mayor Gatlin with a Certificate of Appreciation for Fiscal Year 2023-2024 for being a member of their corporation. This certificate will be displayed in the Town of Broadus Office with other certificates.

Unfinished business began with addressing the draft of updated personnel policy that will be reviewed with Councilperson Smith tomorrow (November 7, 2024) afternoon and with Councilperson Turnbough and Slovek at a later date. Clerk Morris has already met with Councilperson Morris to review his comments and questions on the policy. Final updated document will be reviewed once more before passing into effect.

Staff reports began with Public Works Ragsdale explaining the process of tapping a new water line from the main line to a curb stop for a new connection/hookup as well as giving insight to the costs the Town incurs tapping a new line in terms of materials, parts, labor, and hiring a contractor. The current Water Utility Ordinance, updated as of 2024, does not currently state a defined base rate or fee for new connections/hookups. Clerk Morris and Public Works Ragsdale have been working to find a more accurate cost of new hookups to determine the cost to bill citizens. A new hookup/connection is a one-time fee paid when there is no established water line from the main line to a curb stop on an empty lot, vacant lot, old house, recently sold property, etc. After considerable discussion, the base fee for a new connection/hookup will be \$1,100 with an additional charge for employee or contractor labor as well as asphalt or cold mix if necessary to patch a road/street/alley. Mayor Gatlin requested a motion to approve

this decided base fee; Councilperson Turnbough make a motion to approve the \$1,100 base fee with any additional labor or material charges from town or contractor, Councilperson Morris seconded the motion; motion approved. The council came to this decision of a base fee by reviewing the costs of parts, materials, and labor associated with an installation of a new service line as of November 6, 2024 presented by Ragsdale. The current pricing is as follows: Curb stop \$120.00, Corporation stop \$120.00, corporation saddle 6" \$194.00, curb rise \$70.00, curb rod \$20.00, pipe ¾ or 1" usually \$40.00 as well as fittings for up to \$40.00. Then the use of the backhoe and labor contracted out is typically \$155.00 per hour; the number of hours varying depending on the job and any complications, however it can take up to a full day with overseeing, ordering parts, digging/boring, tapping, etc. Therefore, the total cost as noted above is around \$800.00 plus an estimate of 1 day (8-hour work day) in terms of hours of labor (\$30-50 per hour for town employee and \$155.00 per hour for contractor) to factor in weather conditions, and/or complications makes the total base fee of \$1,100. Public Works Ragsdale then discussed the new sewer project in part of Vallejo loop that Dale and Karen Amende own. This project will involve running the sewer line from the manhole near Amende's residence to connect 3 other lots that currently have septic tanks failing. The Town will not bill the project, it will be billed by the contractor(s) and Amende's will be responsible for full bill. Public Works Ragsdale will be assisting and overseeing the project along with the contractor(s).

Moving forward, Public Works Zimmer was not in attendance but gave Clerk Morris a small report to share to council. Zimmer has been busy catching up on inventory, orders, repair and maintenance of equipment as well as daily tasks. Zimmer is not cleared to be back to full time yet but is continuing physical therapy and appointments to maintain progress.

Lastly, Clerk Morris updated council on the launch of BMS Pay online portal being successful thus far with all citizens being made aware and able to register for the new method of payment. All other methods of payment including cash, check, money order, and drop box are still available and accepted. Clerk Morris also addressed the ordinance notices and letters that were sent over the last month with a total of seven citizens receiving letters at this time. A brief update of the ongoing civil matter between the Town of Broadus and a citizen was also addressed.

The following claims were reviewed and approved by Council:
(OCTOBER)

12664	SEMDC	FY24-25 Dues	586.25
12665	Powder River County	Law Enforcement	1750.00
12668	Wanda Smith	Reimbursement	40.00
12669	Cody Morris	Reimbursement	40.00
12670	Lori Turnbough	Reimbursement	40.00
12671	Raevyn Slovek	Reimbursement	40.00
12672	Chad Gatlin	Reimbursement	50.00
12652	Barbero Auto & Ag	Supply	305.06
12653	Denning, Downey, & Associates, CPAs	Audit & Accounting	5760.50
12654	Black Mountain Software	BMS Pay Software	1200.00
12655	Hawkins Water Treatment	Chlorine Cylinders	110.00
12656	Broadus Foods	Supply	2.85
12637	Energy Laboratories	Samples	238.00
12639	Trumps Repair	Parts	249.00
12640	Grant's Hardware	Supply	93.52
12657	Pace Construction Inc	Sewer Line Video	1652.65

12642	Northwest Pipe Fitting Inc	Supply	411.78
12641	Powder River Examiner	Seasonal Worker Ad	38.00
12643	Alderman's Quikstop	Fuel	600.15
12636	GLOW	Office	45.00

(NOVEMBER)

12696	B & L Traub Inc	New Service Line Tap/ Labor	952.77
12687	Boss Inc	Office Printer Parts/Repair	464.99
12685	Shovic Associates LLC	GIS Mapping Tasks	759.00

With nothing further to be presented before the council at regular meeting, Councilperson Morris moved to adjourn, Councilperson Turnbough seconded the motion. Mayor Gatlin adjourned the regular meeting of the Broadus Town Council at 7:31 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS
Regular Council Meeting
December 3, 2024 @ 6:00 pm**

In Attendance: Clerk/Treasurer Josie Morris; Mayor Chad Gatlin; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Raevyn Slovek; Public Works Raymond Ragsdale and Councilperson Cody Morris via phone call

Mayor Gatlin called the meeting to order at 6:00 pm and lead the pledge of allegiance.

Council began the meeting with the consent agenda items of reviewing the previous meeting minutes from 11-06-2024 and claims forms from period 10/24, 11/24 and beginning of 12/24. Resolution 2024-08 designating and authorizing the Town Clerk as the Enforcement Officer for Code of Ordinances; public nuisance was approved and signed by Mayor along with the updated Certificate of Appointment and Legal Services Agreement with Jeff Noble. Councilperson Slovek made a motion to approve all consent agenda items, Councilperson Turnbough second the motion; motion carried.

No unfinished business to discuss. Staff reports began with Public Works Ragsdale updating council on the status of ongoing ARPA projects as well as an estimated start time for the Amende sewer project. Clerk Morris gave the report from Public Works Zimmer that all mowers have been fixed, serviced, and stored for winter, we received 3 loads of 1 ½ washed and 4 ¾ crushed gravel, he has been working to smooth and maintain alleys, driveways, and rights-of-ways along with branch picking up and tree trimming. He also took down the fence by the old recycling center to set the Connex box for the Chamber; fence will be put back up in spring. Lastly, as of Monday, December 2nd Zimmer was medically released back to full duty. Clerk Morris then gave her report on administrative side including an update on registration and progress of the new payment portal since launching as well as daily accounting tasks. Clerk Morris has been working with Public Works Ragsdale on the ARPA projects handling finances and submitting reports on continued work as well as invoices as they are received. Clerk Morris will have training on the reconciliation of the payment portal yet this week and opened the topic of discussion on limiting the number of animals per residence within the town limits. Nothing has been decided at this time and will have further discussion. Lastly, the Clerk informed council members that she will be out of the office December 5th, 6th, 9th, and 10th with mayor approval.

The following claims were reviewed and approved by Council:

(OCTOBER)

12645	Rebecca McEuen	Judges Conference	1049.32
12644	Torgerson's	Switch/Ignition	57.89

(NOVEMBER)

12697	Great West Engineering	ARPA	5198.50
12698	Fulton Services Inc	Lagoon Generator	564.30
12701	MMIA	Premium	2759.87
12700	Alderman Oil Co.	Propane, Tank Rental & Purchase	4947.83
12699	Trumps Repair	Repair & Maintenance	1119.00
12708	Verizon	Utility	157.32
12707	Alderman Oil Co.	Propane	393.75
12706	Naxin Safety	Medical Supply Restock	302.35
12704	C&B Operations LLC	Supply	541.83
12703	Mid American Research Chemical	Supply	597.50
12702	Northwest Pipe Fitting Inc	Supply	96.52

(DECEMBER)

12723	Chad Gatlin	Reimbursement	50.00
12722	Raevyn Slovek	Reimbursement	40.00
12721	Lori Turnbough	Reimbursement	40.00
12720	Cody Morris	Reimbursement	40.00
12719	Wanda Smith	Reimbursement	40.00
12716	Powder River County	Law Enforcement	1750.00
12715	The Corner Store	Fuel	148.07
12714	Shovic Associates LLC	Purchased Services	596.00
12730	Torgerson's	Supply	330.63
12713	EMC Insurance Companies	Premium	1564.23
12712	Barbero Auto & Ag	Supply	87.46
12711	Broadus Foods	Supply	53.79
12710	Noble Law Firm PC	Legal Services	195.00

With nothing further to be presented before the council at regular meeting, Mayor Gatlin called for a motion to adjourn. Councilperson Turnbough moved to adjourn, Councilperson Morris second the motion. Mayor Gatlin adjourned the regular meeting of the Broadus Town Council at 6:33 p.m.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer