

TOWN OF BROADUS
Regular Council Meeting
January 6, 2025 @ 6:00 pm

Clerk Morris reminded all in attendance and listening that meetings will be audio recorded and a part of a public record for one year. All audio recordings will be uploaded to the Town of Broadus website as available.

In Attendance: Mayor Chad Gatlin; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris, Public Works Raymond Ragsdale; Judge Rebecca McEuen; and Undersheriff Russ Kinzer

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 12/25. One correction to the December 2025 meeting minutes; on the motion to approve consent agenda items the council person needs corrected from Smith to Slovek. No other corrections discussed. Mayor Gatlin called for a motion to approve the consent agenda items; Councilperson Slovek made a motion to approve all consent agenda items, Councilperson Turnbough second the motion; motion carried.

Public comment open; no comment received.

Unfinished business began with Councilperson Turnbough inquiring about the overall cost of the mainline water break that the Town experienced on December 12, 2025. Clerk Morris informed the council of the cost being around \$12,000 in purchased services to BDJ Construction and B & L Traub Inc primarily as well as some parts, equipment, drinkable water, etc. Public Works Ragsdale informed the council that the line did not break due to freezing and rather it simply being worn out and old in that section. It was a part of the original sewer line that was established and placed over 20 years ago.

Unfinished business continued with Clerk Morris updating council on the Town Growth Policy which will be moving forward to the Town-County Planning Board for review then back to Town Council for final review and adoption. The Town-County Planning Board has been fully established with the County Commissioners signing their resolution to dissolve their own board and acknowledge the new combined board with set terms. Clerk Morris introduced Resolution 2026-01 to Council which would dissolve the Town's board and acknowledge the combined one with the set terms as well; with no concerns all members of the council and mayor signed the resolution, passing it into effect as of January 6, 2026.

Public comment open; no comment received.

Staff reports began with Public Works Ragsdale updating council on the ARPA grant funding being spent with exception to the tank recoating project that was moved to Spring 2026. All funds for that portion of the grant have been allocated and contracted previously. All submissions for reimbursement have been completed and nothing further is required by DNRC. Minor additional comments on the main line water break were discussed. A thank you card to Miles City public works was also filled out and signed by all members. Staff reports continued with Clerk Morris taking the floor to update all council members on the status of the budget. The general fund almost corrected with the hopes of ending the fiscal year with a positive \$10K. This should be the end of the revenue correction error made in the previous fiscal year. There is an excess in gas tax funds at this time; more to be spent on asphalt later in the fiscal year. Maintenance district funds have been spent and the fund closed out for the fiscal year. CIP funds have remained untouched as they serve for savings on the loans the Town has. Water and Sewer funds remain in good standing with about half of initial budget spent. Solid waste funds are maintained as well with less than half of initial budget spent but not as high of revenue generating back. Next, Clerk Morris reintroduced that Montana Municipal Interlocal Authority (MMIA), who the Town has workman's

compensation program insurance through will be winding down their program effective July 1, 2026. Their program will remain active until all their claims are closed out but will not be taking on any new claims. Clerk Morris did receive a quote from Victory Insurance in the amount of \$4,977 for the year, which is the carrier that the County works with. No decisions have been made, and Clerk Morris will pursue other quotes with the Montana State Fund and a couple other commercial quotes. Moving forward Clerk Morris stated that employee W2s would be completed and sent out within a week from this meeting as well as alcohol license renewals being mailed on January 5, 2026. All alcohol licenses are set to a \$200 per year aside from any nonprofits which remain at \$100 per year. All businesses that are required to have an alcohol license to continue sales will be given a printed and signed certificate once payment is received. Clerk Morris then gave updates to the annexation policy discussion by reiterating that even though the Town only has one possible annexation soon, an established plan on how to proceed with annexation must be in place to satisfy State requirements. Therefore, the Clerk has received templates from the Montana Department of Commerce and is working to fulfill all document requirements and will bring it to council for approval when complete. Then a discussion on the city court was had with the potential to combine with county. Rebecca McEuen has been in office as the Town Judge since 1996 and loves her position but is also open to relinquishing her position to combine with county if that is in the interest of both parties. Undersheriff Kinzer spoke on behalf of the Sheriff's Office stating that there is a lot that needs to be discussed by council, county commissioners, and both judges if this process moves forward such as cost of all expenses, who is responsible for what portions, legality of an interlocal agreement, etc. Undersheriff Kinzer did highlight how it would be convenient for the Sheriff's Office to have both courts right in the courthouse and not have the separation of duties. With the Town not having the magistrate position, the Sheriff's Office cannot legally write traffic or criminal codes within the Town court. They can only write those traffic and criminal coded tickets within the Powder River County court with the regulations and policies that were set in place by the Town when Rebecca took office. The main reason that these restrictions were put into place was due to population and cost if one of the traffic or criminal cases was big enough to bankrupt the town. No decisions made at this time; discussion will continue over time with any updates as both parties research the potential. Reports continued with Undersheriff Kinzer informing the council of a record number of citations being written for our county in 2025 hitting over 800 citations which is a good thing for the Sheriff's Office. The amount of commercial traffic is still very heavy in our area, but they are doing their best to enforce what they have control over. It was reported that Sheriff Boman went to post certification training on law enforcement specific education because 24 hours of post certification is required yearly for all employees. Sheriff Boman having gone to the courses to be able to sign off on the yearly continued education, saves the county and employees both time and money by not having to travel to the far western part of the state for training. Sheriff Boman is allowed to host the post certification classes now and can certify the hours to our county and surrounding law enforcement as well. Undersheriff Kinzer then reported on there being spots available at the Spring 2026 academy which they are hoping to be able to send one deputy to attend. All new deputies have one year from hire to be enrolled in the academy so if all spots fill up in the Spring, our county has plenty of time to get our two trainees enrolled for academy.

New business began with Clerk Morris discussing a possible council position opening. Councilperson Wanda Smith is ready to step down from the position with her term ending soon. Mayor Gatlin spoke with one or more individuals in the necessary district about filling the position. Further action will be taken at the next meeting in February. Lastly, Clerk Morris reintroduced the idea of business licenses with the Town of Broadus. The idea was mentioned in a previous year as a way to bring in additional revenue, monitor what kind of business there are within our Town, monitor the amount and kind of vendors, peddlers, and businesses we have in our area as well as ensure that all businesses are licensed to be legal. Clerk Morris, Mayor Gatlin, and all council members do not wish to add hardship to any business owner,

but we are one of the few Towns that does not have an existing policy on this. Most cities and towns within the State have a business application, business license and fees, vendor & peddler license and fees, business policy, and regulations. At this time the council can see where this would be something to pursue so Clerk Morris will update all draft documents and gather up to date information from the State and bring it back to council in February. No decisions made at this time.

The following claims were reviewed and approved by Council:

(DECEMBER)

13211	Alderman Oil Co.	Propane	546.00
13195	Generac Power Systems	Supply/Parts	115.10
13212	Great West Engineering	ARPA	11295.35
13203	Econo Signs LLC	Supply	236.24
13210	Northern Truck Equipment Corp.	Plow Blades & Parts	4865.17
13202	US Postal Service	BAC Sample	11.10
13209	Energy Laboratories	BAC Sample	253.00
13208	Trumps Repair	Parts	219.00
13215	Century Companies Inc	ARPA	5250.00
13214	Department of Revenue	ARPA	130.39
13204	Boss Inc	Supply	384.97
13213	Carr Coatings, LLC	ARPA	12908.36

(JANUARY)

13219	Broadus Foods	Supply	10.76
13217	Hawkins Water Treatment	Chlorine Cylinder	80.00
13216	Systems Technology Consultants	Project Services	718.00
13221	Barbero Auto & Ag	Supply	532.99
13220	Grant's Hardware	Supply	241.29
13205	Wolf Mountain Coal, Inc	Coal	470.48
13222	BDJ Construction	Purchased Services	4625.00
13224	Montana Municipal Interlocal Authority	WC Q4 Payment	2663.47
13223	B & L Traub Inc	Purchased Services	1585.00
13226	Systems Technology Consultants	Monthly Services	478.00
13206	Big Sky Fire Equipment	Annual Flow Tests	1101.44
13225	Broadus Boot & Tack	Supply	43.25
13227	Fulton Electric	Purchased Services	9000.00
13207	Immense Impact, LLC	Purchased Services	150.00
13228	The Corner Store	Fuel	1116.22

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Slovek made a motion to adjourn; Councilperson Turnbough second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 7:02 pm.

Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

