

Budget Work Meeting and Regular City Council Meeting

City Hall

June 16, 2025

Mayor DeBoer opened the Budget Work Meeting at 6:00pm and led the group in the Pledge of Allegiance.

Others Attending are:

Council: Kerri Baird, Justin Ferguson, Jeff Davis and Leonard Woehler

City Staff: Hope Mosness, Clerk/Treasurer, Kris Novotny, Public Works Director, Jacque Scott, Library Director, Misti Titeca, Librarian, Jessie Connolly, City Judge, and Jim Lippert, City Attorney

Public: Linda Brunckhorst, Stacey Smith, B. Audrene Kunda, Lee Andreas, Cindy Anderson, Ryan Coffman from Republic Services, Monte R. Koch, Dan Ross, and Garrett Schultz from Headwaters Engineering

Library Director Jacque Scott, presented her budget for FY26 asking for a small increase in supplies and \$1448 to do a five-year inspection on her fire sprinkler system. All other line items will be the same as last year. Judge Jessie Connolly asked for the same wage increase as the county is giving her which is 3.9%. She is also asking for \$26,086 for the Interlocal Agreement plus overhead costs. She is also asking for an officer to be there on court days for justice court and city court. She would like them to be a post certified officer. Judge Connolly also requested that the County hire a part-time court case manager at \$20 per hour. She states there is better compliance when this position is filled. Norene Brown presented the budget for Animal Control. She is asking for \$1000 to purchase two doggie bag holders with trash cans to place by City Hall and Lions Club Park to encourage pet owners to clean up after their pets. If it works well, she would like to do it in future years and place them around town. Hope Mosness shared the wages packet for FY26. There is a spreadsheet for a 2.9% increase and a 3.9% increase.

Public Comment: None

Mayor DeBoer closed the Budget Work Meeting at 6:50pm and opened the Regular City Council Meeting at 7:00pm.

Councilwoman Baird made a motion to approve the minutes from the Regular City Council Meeting on June 2, 2025, seconded by Councilman Davis. Motion carried by unanimous vote of the Council.

Ryan Coffman from Republic Services asked the City Council if they would like to offer cardboard recycling to the commercial customers. Councilwoman Baird would like the businesses to have the option of using a cardboard bin if they would like to. The cardboard recycling bin at the transfer site will be removed. Councilman Woehler would like us to put in some pricing on what the city would charge for the cardboard recycling service and vote on it at the next meeting. Public Comment: Stacey Smith stated that both her businesses utilize the cardboard recycling and would like to see it continue. Audrene Kunda asked for clarification on what is meant by corrugated cardboard.

Kris Novotny stated that the owner of the Whistle Creek property is building a barn with living quarters in it, but the problem is that they are building it on our main line and overflow line near the headend part of the infiltration gallery. The line was unlocatable and is in a different spot than what it showed. Whistle Creek moved forward with their plans for the building. Whistle Creek is limited on where they can put the building due to a floodplain and conservation easement. The building needs to be built where it is. The solution is to reroute the main line and overflow line around the building. There is an existing easement for the main line, but not the overflow line. Once the lines are moved, they will get new easements in place. Kris would like to see the city pay for the overflow line and the owners of Whistle Creek pay for moving the mainline. Crystal Eldridge from Great West Engineering stated that the plans for moving the lines will need to be approved by Montana Department of Environmental Quality. Dan Ross stated that the owner would pay to have both lines moved and then ask the city for reimbursement for their portion of the project. City Attorney Jim Lippert, stated he will draft a contract between the city and Whistle Creek. A decision to move forward will be made at the next City Council meeting. Garrett Schultz from Headwaters Engineering, would like a memorandum of understanding from the city that construction on the building has begun. Jim will draw up a memorandum of understanding for Council approval at Special City Council meeting on June 23, 2025. Crystal stated that Great West Engineering would do the project drawings needed by DEQ. She also stated that the city would save money if the project is done privately. Councilmembers Ferguson and Woehler will meet with Dan Ross to check out the site of this project.

Cindy Anderson asked the Council for permission to lease the Dugout for her Pre-K program. Public Comment: Stacey Smith asked if Cindy was going to be licensed and if the city would be named on her insurance policy. Cindy says she does not see an advantage of getting licensed. Councilman Ferguson would like to know what days and hours she wants the Dugout and what a reasonable rental rate would be. Cindy stated that she will take whatever days she can get but doesn't have a set schedule. She lets each parent decide how many hours a week they want their child in her program. Public Comment: Stacey Smith asked if Cindy was going to be licensed and if the city would be named on her insurance policy. Cindy says she does not see an advantage of getting licensed. Misti Titeca would like Cindy to create a schedule so the Council will know what she is asking for. Councilwoman Baird made a motion to reject the Dugout rental for the Pre-K program, seconded by Councilman Ferguson. Motion carried by unanimous vote of the Council.

Linda Larson from the Hoe and Hope Garden Club asked the City Council for funds to purchase plants and supplies for the three city properties they maintain. They have only one fundraiser a year, their plant sale, which makes about \$1000-\$1300 a year. They are asking for a budget of \$1000 for this year. Once the gardens are back in shape, the budget could be decreased. Councilman Baird made a motion to approve to give the Hope and Hoe Garden Club \$1000 for supplies now, seconded by Councilwoman Woehler. Motion carried by Councilmembers Woehler, Davis, and Baird voting aye. Councilman Ferguson voted nay. Councilman Ferguson would like to see the Garden Club pursue other organizations that could help them.

Monte Koch asked the Council to change vertical parking along 3rd Avenue between McLeod Street and Anderson Street to angled parking. The parking they do have is insufficient for the number of customers they have. He spoke with Dan Smart from the American Legion next door and he is in favor of it as well. He also spoke with Lana King as to the specifications of the parking spaces required. Kris Novotny stated that both sides will be turned in to angled parking once the City Hall remodel is done which should

happen next year. Councilman Woehler made a motion to approve changing the vertical parking to angled parking on 3rd Avenue between McLeod Street and Anderson Street and then amended it to the north side only, seconded by Councilman Ferguson. Motion carried by unanimous vote of the Council.

Mayor DeBoer presented two applications for a library board member. One from Menna Roseberry and one from Julia Seymour. Councilman Ferguson asked for a recommendation from the library board. Audrene Kunda stated that the library board discussed it and stated they need someone who is not bogged down with a lot of responsibilities. Councilman Ferguson made a motion to appoint Menna Roseberry to the Library Board, seconded by Councilman Davis. Motion carried by unanimous vote of the Council.

Mayor DeBoer presented the final draft of the procurement policy. Councilman Woehler made a motion to approve the procurement policy seconded by Councilwoman Baird. Motion carried by unanimous vote of the Council.

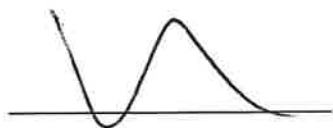
Mayor DeBoer read Resolution No. 1039: A RESOLUTION OF THE CITY OF BIG TIMBER NOTIFYING THE SWEET GRASS COUNTY ELECTION ADMINISTRATOR OF ITS DESIRE TO CONDUCT THE 2025 CITY PRIMARY AND GENERAL ELECTION BY MAIL BALLOT IN ACCORDANCE WITH §13-19-202, MCA. Councilman Ferguson made a motion to approve Resolution #1039, seconded by Councilman Davis. Motion carried by unanimous vote of the Council.

Councilwoman Baird made a motion to approve the claims for the second half of May 2025, seconded by Councilman Davis. Motion carried by unanimous vote of the Council.

Public Comment: Linda Brunckhorst stated that when they plow streets during snowstorms if they could remove the berm from in front of the alley so the residents could have access to the alleys and also the driveways that face the streets.

Council Concerns: Councilman Woehler asked if we needed to let the Sheriff's Department know that the Council approved angled parking on 3rd Avenue. Mayor DeBoer will contact them. Councilwoman Baird stated that the Women's Club spread wood chips around the park, but the members are older and the city needs to think about the playground's future. It only has about 5-8 years left before it will need to be replaced. Councilman Davis stated that the city was approved for the loan for solid waste equipment. The discussion will be put on the next meeting's agenda. Councilman Ferguson stated that the light on 4th and Hooper St should be on the next agenda and the solar project for the Public Works shop. Mayor DeBoer stated that Zane is putting together a proposal to put a fence around the transfer site to keep the trash from blowing out of the transfer site. Councilman Ferguson asked for an update to the City Hall project.

There being no further business to go before the Council, Councilman Woehler made a motion to adjourn the meeting at 8:41pm seconded by Councilman Ferguson. Motion carried by unanimous vote of the Council.

A handwritten signature in black ink, appearing to read 'Greg DeBoer', written over a horizontal line.

Greg DeBoer, Mayor

ATTEST:

A handwritten signature in dark ink, appearing to read "Hope Mosness", is written over a horizontal line.

Hope Mosness, Clerk/Treasurer