

The regular meeting of the Town Council was held January 13, 2025 in the Council Chambers at 6:30 pm. A review of claims took place at 6:00 pm.

Mayor Roni Phillips

Councilors: Stephanie Quick, Bessie Spangler, Shirley Iwata, Wayne Cashman, Kelly Dillon,
Wanda James (Electronically)

Clerk Brenda Schneider

Rodney Goins, Public Works Superintendent

Ryan Funke, Sheriff

Anthony Dodd, Fireman

Mike Lally, Firemen/EMS-Safety Officer

Citizens: Brenda Auge, Bob Kroupa, Sherry Goins, Debbie Lewis, Earl Lewis, Kyra Hall

There being a quorum present Roni Phillips, Mayor, called the meeting to order. Roni Phillips, Mayor, asked for additions/corrections to the minutes of the December 9, 2024 regular meeting. Shirley Iwata made a motion to approve the minutes of the December 9, 2024 regular meeting; Kelly Dillon seconded. MOTION passed 5 ayes, 0 nays, 1 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-abstain, Stephanie Quick-aye, Bessie Spangler-aye, Wayne Cashman-aye.

CORRESPONDENCE None

PUBLIC COMMENT None

COUNCIL REPORTS

Wanda James read the December Animal report. Nothing to report.

Stephanie Quick read the December Water report. All routine sampling and testing completed. Staff repaired several meter readers around town and replaced two malfunctioning meters. Staff performed routine maintenance on the chlorine pumps in the well houses. One pump was rebuilt and all the stingers were cleaned and serviced. There will be a pre-bid conference for the water generator project Wednesday January 15, 2025 at 11:00 am at the office.

Shirley Iwata read the December Court report. 4 Initial appearances, 1 Order to Show Cause, 1 scheduling conference, 4 status hearings and 3 Omnibus hearings, 1 Revocation hearing, and 1 Jury Instruction hearing and 1 jury trial. Assault, Criminal Mischief, Criminal Trespass, Drive without a valid drivers' license, Speeding, and Stop sign violation. Ryan Funke, Sheriff reported that there were 340 calls in Superior, about average. He will introduce the new deputy at the next meeting. The new deputy comes to the position with a lot of experience from doing investigations in the Army. Interviews will be held this week for a detention officer position. We had National Law Enforcement Appreciation Day January 9, 2025 in the commissioner's room. Thanks for the continued support. Deputies were busy New Year's Eve. Sheriff Funke reported on a big event in St Regis on January 6, 2025 with a triple stabbing. This was a joint effort of this office and all worked well together. I'm pleased with the growth and professionalism of this office over the past few years. Had an individual drive into the Clark Fork River over the weekend. He is facing local charges.

Kelly Dillon read the December Streets report. Snow removal equipment has been deployed several times during wintry weather. Staff removed and trimmed some bushes along Johnson Loop. They were a view obstruction causing a traffic hazard.

Wayne Cashman read the December Parks report. All is well during the “Off season” at the parks. The skate park is cleaned as needed to keep the surface free of debris. Several downed tree branches were removed from the parks after the wind and heavy snow events

December Fire Department Report. 21 Calls Responded to in December--14 Rural. 7 Municipal. Fire Calls --Wildland Fire 2, Structure Fire 3, Motor Vehicle Crash 5, Medical Calls—EMS 9, Motor Vehicle Crash 1, Lift Assist 1, Lost or Overdue 2. 5 trainings in December. Focus this month was Proper PPE, Junior Firefighter program and Environmental Exposures/Emergencies.

24 Firefighters on the current roster. We have added 2 new Firefighters, both are excited to be both Firefighters and getting Medical Certification.

December was a mixed bag for our department. We held our annual Firefighter dinner and was fantastic. Unfortunately, it was bittersweet as a few days later we found out about the passing of our former Chief, Steve Temple. He will be missed even more in retirement than his retiring. What a great influence he was on our Department and Community as a whole. The impact he made here Superior and Mineral County as a leader and example for all of us will live on regardless. Rest in Peace Chief Temple.

Bessie Spangler read the December sewer report. All routine sampling and testing are completed. Staff conducted approx. 2 locate requests for the month. Staff continue to monitor the situation on Osprey drive and flush the line monthly to prevent backups.

COUNCIL CONCERNS

Stephanie Quick stated she was asked if the Town would extend curfew on New Years Eve. Concerns discussed. Sheriff Funke expressed his concerns. No action.

UNFINISHED BUSINESS

RECYCLING PROGRAM FINANCIAL UPDATE

Council discussed the recycling report. Donations are down for December. Have not received the funds from the county yet.

NEW BUSINESS

REQUEST TO MOVE GATE BETWEEN RIVERSIDE DRIVE AND OSPREY DRIVE— DEBBIE LEWIS

Debbie Lewis, property owner of 1109 Riverside Drive, is requested approval to move the gate that is between Riverside Drive and Osprey Drive. The location of the gate needs to be moved to the property line. The gate is now located on their property and 21 feet from the property line. The gate in the current location causing an issue for them to access their garage. The gate was originally installed to keep Riverside Drive and Osprey Drive from becoming a through street but still have emergency access for the fire department, etc. Council discussed the request.

Kelly Dillon made a MOTION to approve the request to allow Debbie and Earl Lewis to move the gate that is between Riverside Drive and Osprey Drive to the property line; Wayne Cashman seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye, Wayne Cashman-aye.

FIRE DEPT. JUNIORS PROGRAM—ANTHONY DODD

Anthony Dodd gave a report on updated the Fire Dept. Juniors Program. He worked with MMIA and the Montana Department of Labor to ensure that the updates to the program meets insurance

requirements and child labor law requirements for 16-17-year-olds to participate in the program. He talked about the advantages of having a Junior Firefighter Program for the fire department. He reviewed the program guidelines and handbook. Training for Junior Firefighters was discussed. Currently the Fire Department has 1 Junior Firefighter.

FIRE DEPT. LIFEPAK MONITORING SYSTEM

Mike Lally, Firefighter/EMS Safety Officer is requested approval to purchase a renewed Lifepak 15 monitoring system for the Rescue Truck using Fire Dept. Capital Improvement funds. The purchase meets the requirement of \$5000 and have a lifetime of more than 5 years. The Department has been using a borrowed Lifepak 12 Monitoring system from the hospital. Although this has served a purpose and allowed us to provide that service, it is time to update ours and return this item to Mineral Community Hospital. The Physio Lifepak is the piece of equipment that we utilize to analyze patients in the field. Everything from heart rate and blood pressure to oxygen saturation and heart defibrillation. Updating this will expand our capabilities as the batteries on the borrowed unit continue to be an issue and may not work when we need it to be portable. This will also increase our monitoring with capnography and version 4 allows to communicate directly with hospitals that can receive this patient and data. I am asking for \$15,350.00 to purchase a renewed Lifepak 15, for use on our QRU. Council reviewed the quotes and discussed the request. Shirley Iwata made a MOTION to approve the purchase of a renewed Lifepak 15 monitoring system using the Fire Dept. Capital Improvement Funds; Wayne Cashman seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye, Wayne Cashman-aye.

ELECT COUNCIL PRESIDENT(S)

The Council is required by Charter to elect a Council President every January. Currently Kelly Dillon is 1st Council President and Wanda James is 2nd Council President. Shirley Iwata made a MOTION to elect Kelly Dillon as 1st Council President: Stephanie Quick seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye, Wayne Cashman-aye. Shirley Iwata made a MOTION to elect Wanda James as 2nd Council President: Wayne Cashman seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye, Wayne Cashman-aye.

LEGAL None

CLERKS BUSINESS

Prepared minutes.
Updated Utility customer accounts as needed.
Prepared and mailed utility bills.
Posted daily receipts and made daily deposits.
Prepared and mailed past due and remaining balance utility letters.
Transmitted and posted the ACH utility payments.
Prepared and mailed final UB customer bills.
Prepared Agenda and Notes from the Clerk.

Uploaded Agenda to website. Posted Agenda.
Prepared and delivered council packets.
Prepared claims and checks.
Prepared payroll and reports and ACH.
Prepared and submitted quarterly payroll reports.
Prepared annual payroll report.
Prepared monthly Tax vouchers and receipts.
Enter checks in the Wells Fargo positive pay as part of the fraud protections.
Updated software.
Updated Website
Grant searches.
Updated Agenda Subject Index
Uploaded Minutes to website.
Completed cash reconciliation for SVFRA.
Prepared Cash reconciliation and financial reports.
Work with HRC and CDBG on HRC building project and grant.
Work with Engineer on sewer project.
Work in the various grant files.
Work with Engineer on SLIPA water generator grant
Work with State and Pool committee on MCPIP CDBG Planning grant
Receipt and post CDBG Planning grant draw for the Food Bank
Prepare and mailed SVFRA1099R's
Prepare and mailed SVFRA form 945 and 945a
Prepare and mailed 1094 and 1095 forms
AARP reporting Webinar
Transfer funds from General Fund to Swimming Pool CIP fund per agreement
CDBG-CV grant agreement amendment paperwork signed.
Prepared and mailed 1099 NEC forms.
Submitted 1099 NEC's online to State
Prepared VEBA memo for annual renewal
Prepared VEBA annual ballots for employees
Prepared VEBA annual employee policy form
Prepared VEBA annual renewal group ballot results form
Submitted VEBA forms to the State
Prepared and mailed quarterly reimbursement request to Superior Rural Fire District.
Prepared and submitted 2024 W2's online to the Social Security Admin. and State of MT.
Mailed or handed the W2's to employees.
Prepared and submitted the annual reconciliation form MW3 to the State of MT.
Prepared and submitted the annual fire department report to the State auditor.
Prepared and submitted the annual police finance report to the State auditor.
Prepared and submitted the SLIPA grant quarterly progress report -Generator project.to the state.

CONSENT AGENDA

Shirley Iwata made a MOTION to approve the Consent Agenda as presented Town Claims 38449-3838498 in the amount of \$65,520.99, Void Electronic Check 97266 in the amount of \$72.97 on January 13, 2025, December Financial Reports, December Cash Reconciliation, December Pledged Securities, December Journal and UB Vouchers, December Budget reports; Bessie Spangler seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye,

Wayne Cashman-aye.

ADJOURNMENT

There being no further business before the Council Shirley Iwata made a MOTION to adjourn until the next regular meeting February 10, 2025; Kelly Dillon seconded. MOTION passed 6 ayes, 0 nays, 0 abstain, 0 absent. Roll Call: Kelly Dillon-aye, Shirley Iwata-aye, Wanda James-aye, Stephanie Quick-aye, Bessie Spangler-aye, Wayne Cashman-aye.

Roni Phillips, Mayor

Attest:

Brenda Schneider, Town Clerk