

TOWN OF WHITEHALL
P. O. BOX 529
WHITEHALL, MT 59759
SEPTEMBER 9TH, 2019

The Whitehall Town Council held their regular meeting in the Council Chambers at 207 East Legion Street, Monday, September 9th, 2019.

PRESENT: Council Members: Shawn Hoagland, Roy McBride, Katy James, Gary Housman, Mayor Mary Hensleigh and Town Clerk/Treasurer Summer Fellows.

VISITORS: Dale Morse, Bridget Morse, Maxine Samuelson, Lori Young, Marty Keogh, Doug Dodge, LaFay Stratton and Kristi Wilson.

Mayor Mary Hensleigh called the Council Meeting to order at 7:00 P.M.

Roll Call was taken. All Council Members were present except for Francine Janik and Logan Reiff who were excused.

The Pledge of Allegiance was recited.

IV. AGENDA APPROVAL:

Katy James made motion to approve the Agenda with Roy McBride seconding.

THE MOTION PASSED UNANIMOUSLY.

V. APPROVAL OF MINUTES:

Roy motioned to approve the August 2019 Minutes with Shawn seconding.

THE MOTION PASSED UNANIMOUSLY.

VI. REPORTS:

Mayor's Report:

Mayor Mary Hensleigh: First I would like to start with wishing Bridget a Happy Birthday. She's such a wonderful Community member, she comes to all the meetings, participates on Boards and does an excellent job for the Town and is even here on her birthday which is above the call of duty and I think a round of applause is in order. I know a lot of people have been wondering what's been going on on Legion with the burned-out lots. Those have been purchased by Bill Pullman. It's private property, he bought the lots, is putting in a green space and is bringing in top soil, a sprinkler system and trees. Its going to be a beautiful upgrade to down town Whitehall. I know people have been distressed about the condition of those lots ever since the buildings burned down. So, this is a wonderful thing for the Community. For all the people that are wondering what's been going on, that's what has been going on. By this time next year, it should be pretty green and looking good. Kory's going to cover in his report about the meeting that we had with MDT about the new sidewalks.

Officer's Reports:Attorney's Report:

No Report.

Clerk / Treasurer's Report:

Summer Fellows: We had a Budget Workshop earlier and it's progressing. A letter from our Attorney approved by the Council was sent to Hard Drives. There was a letter from Ed regarding Sue Pullman's letter in the paper and Roy sent a letter to the Commissioners also in regards to misinformation given by Sue Pullman. Other than that, I've been busy working on Audit stuff and the Budget.

Public Work's Report:

Kory Klapan: Over at the Rec Complex we got the metal fences put up around the electrical panels. The Baseball fields are officially up and running properly after all summer. We put that transformer back in the fire hall well. I do have a meeting tomorrow at 1:30pm with NorthWestern Energy. They want to come in and take a look at some things there so hopefully they can find out what's going on. We put out one load of hot mix to fill pot holes this last month. The number 1 pump in the lift station went out. Two weeks ago, we got the spare pump in and its working now. The Lagoon, we are officially out of water which is a good thing this time of year. And then the sidewalks with Joe Walsh with the State. It's kind of confusing all the information they are giving us because everything is done in feet. One of the biggest changes I've seen is they are going to bring the sidewalks further into our side streets because we are set back so far. So, from sidewalk to sidewalk its about 85 feet and our street is 24 feet. They are going to come in and make more of a parking boulevard on either side and that's going to be anywhere up Legion that's an extra wide street. From what I can tell and Mary correct me if I'm wrong but it's kind of curb, gutter and sidewalk from the Corner Store to Napa. We'll get everything and in between there is just where it needs it. At first, I thought they were going to replace all the curb and gutters but that isn't true. They are just going to replace what's in dire need.

Mary: And if anybody wants to look, I have the maps of exactly what they are going to do.

Fire Chief's Report:

Summer: We do have a person that will go before the Board. He just signed up wanting to be a volunteer for the Fire Department. We just had a training and it was very good. We went up to Sheep Camp and because the fire was getting so close, they thought it would be a good idea to have a training up there. Then they had a really great barbeque for us at the pavilion. The training was very enlightening.

Sheriff's Report:

No report.

Committee / Board Reports:

Planning Board:

Lori Young: We had our meeting on Tuesday the 3rd due to the Holiday. All were in attendance other than Pat and she was excused. We discussed our unfinished business. Simon Bowland who is on your Agenda tonight, we did pass that. Then Wendy Williams was removed from our Agenda as to she removed the shed so it was a moot point. Michael Landers car port we did pass that and they are new to our community and we did have a really good conversation with them. I may just pass this along to you but they were concerned with some of the things that they saw in our community before purchasing. They came to our meeting and we discussed Ordinance 38 and some of their issues that we would like to address with the Board and they were very pleased that someone is addressing these issues so, kudos to us that are working so hard on the field to make our community better. I just wanted to pass that on that they were relieved to know that it is not going unnoticed. With that being said, at our next meeting we want to add junk vehicles to the Agenda and strategize improving that in our community. We would also like to request John Janik be at our next meeting just to give us an update on the ambulance building that was approved a few months ago and where that is standing. I did talk to the Mayor about the property on Legion where all the dirt work is being done and just to clarify from the Board's stand point, at this time there are no fences or permanent structures wherefore, it is not required to go through our Board. The Mayor assured me that any structures or fences would go before our Board.

Recreational Complex Board: No Meeting.

Pool Board: No Meeting.

Trees, Parks and Cemetery:

Mayor Mary Hensleigh: Logan is not here so I will give a brief overview of the meeting held on August 27th. We hadn't met for a couple of months so we basically went over everything that had been going on this summer. Maxine Samuelson showed us pictures objecting how tall the "no dogs allowed in Park" signs were hung and she had an excellent point they are too high and they actually face the wrong way. We have discussed removing these signs before and the Council has also discussed it. The Chamber of Commerce has proposed installing doggy clean up stations in Legion Park. John Kries will discuss with the Chamber again and the Mayor will put the topic on the Agenda again.

Water/Sewer/Garbage: No Meeting.

Streets/Alley/Sidewalks: No Meeting.

T.I.F.F.:

Bridget Morse: We had our regular meeting. Mary wasn't present but everyone else was there. We just reviewed what people had been doing and accomplishing on their grant projects and what we could see around Town. Full Circle Tire has done their cement thing and it looks excellent. Some other things were progressing. So, as summer goes by hopefully others will continue progressing. It's exciting to see what people are doing and how it all turns out. We have an outlined sheet of what they are doing to put in a Park for the Pullman's and we decided that we would not act on that right now and we were going to focus on getting our budget ready for the next year so we could proceed. Alison has arranged for a phone conference that we are going to participate in and that will be with someone with the State who does master plans and such and that will be very educational before our meeting.

CTAC: No Report.

VII. Public Comment:

Summer: Alison couldn't be here so she wanted me to let you all know that we have a gentleman coming to the community named Kevin Briggs. He was guardian of the Golden Gate Bridge. He is a former California Highway Patrolman who convinced hundreds of people to not commit suicide by jumping off the Golden Gate Bridge. He convinced them to come back over the rail and give life another chance. He's going to be here October 1st. 6:30 the doors open, 7pm is the presentation and afterwards its going to be in the Borden's Conference room and you'll be able to meet and talk with him. Suicide is a big deal. We've had it recently in our own community actually with more middle-aged people. Everyone 14 years or older please come.

VIII. Consent Agenda:

Katy made a motion to approve the Consent Agenda with Shawn seconding.

THE MOTION PASSED UNANIMOUSLY.

Development Permit

Simon Bowland / Pyfer Community Tracks/Variance for lot size to build on / Approved for Simon Bowland only / not transferable.

Michael Landers / 109 Viella West / Car Port / Approved.

Business License

CLT / Mechanical

The Sisterhood / Nail Salon

IX. PRESENTATIONS

My name is Doug Dodge with the Jefferson County Disaster and Emergency Services thank you for having me. We've been working on the operations plan for Jefferson County and for the Town of Whitehall and the City of Boulder for the last year at least. It hasn't been updated since 2011 and we want to give everyone the opportunity for input into that and that's the reason I'm here tonight. We've worked really hard to get it shaped up. It's undergone review at every one of our Emergency Planning Committee meetings which we hold in Whitehall quarterly and we are very appreciative of the input we get. Emergency plans are required by State Law. It's one of those things that we have to do as a

Jurisdiction and the Town of Whitehall and the City of Boulder have both jumped on board and have worked with the County because we have to come up with one on our own with the County. You guys were able to get on there and it made life easier for you guys. Anyway, that's where we are with that plan there are a few other ones just so you are aware like in 2017, the Council approved a Pre-disaster Mitigation Plan, this is the Emergency Operations Plan and the third leg is the Community Wildfire Protection Plan. That one will be coming for you at the beginning of next year. These are all legs that have to be updated through State and Federal Law so we don't have a lot of choice in the matter. What is our choice is I try to make them as flexible as possible. I work a lot with Chief Ward and how we come up with these. If you have any other questions or input, I encourage you to let me know and we'd love to have as much participation as possible at the local Emergency planning meeting. We are in Whitehall this month on the 26th at 10am here and we'd love to have as much input as we can get for consideration of all these things. It's a document that we review at every meeting, it's a 400-page document so it's not anything small. So, we can't look at every single thing at every meeting but we try to review it and update it. All I ask is that the Chief Executive Officer, the Mayor take a look at it and sign it so that you guys are covered. If there are any questions?

Lori Young: Are you in contact with the County planner as well?

Doug: Yes. Currently we are working on the Fire needs assessment for the County. We do work together quite a bit.

Lori: I know on the County level we've been working on that with the Planning Board.

Doug: Sure, and we appreciate that, it's not an easy thing.

X. Unfinished Business:

A. Discuss Business License, Nuisance, Streets, Alleys and Sidewalks. (tabled)

B. Second reading of an Ordinance addition to Chapter 38 for Recreational Vehicles inside of Town Proper.

C. Discuss and vote on removing the no dogs in the park signs from Legion Park.

Shawn made a motion to approve discussion with Roy seconding.

Roy: If they are going to put in Dog Stations, why would we take the signs down or leave them up?

Shawn: Why would we leave them up?

Mayor: Right now, there are no dogs allowed in the Park. 90% of the people don't even realize they are there, like Maxine has pointed out and pay no attention to them anyway. So, should the Town take them off and make it accessible to dogs but then put up dog stations? Most travelers come into Town, stop, walk their dog and pick up after their dogs. We have some problems with dogs running free around Whitehall. We either have to enforce having no dogs in the Park and I don't see that happening or, we should put up stations and have people pick up after their pets. But that is up to the Council.

Shawn: Do we have a plan as far as the stations? Where are they coming from? The Chamber?

Summer: I don't know.

Kristi Wilson: A few months ago, someone sent us a letter asking if we (the Chamber) would be interested in doing that. We discussed it at one of our meetings and Mary informed us that dogs are not allowed in the Park and we didn't know that. The Chamber would be interested, we don't have a plan of actually budgeting it. I'm pretty sure that the Chamber would do it but one of the issues would be who is going to empty them? So that would probably fall on the Town. And then the bags and how to keep them refilled. I think it's completely workable but nothing has been established yet.

Summer: Just to add to the dumping of the stations, I've been here for over five years now and the stations were an issue because they would get dumped and they would get so heavy that you couldn't dump the stations and I don't know if Public Works can do that weekly because if not, it becomes a problem and the garbage truck cannot lift. Dog poop is heavy.

Kory: The problem was before not necessarily what was suppose to be put in there but trash. We had them up the first year I was here and we ended up taking them down because people were using them as garbage cans.

Summer: And prior to Kory though, like I said they would get so heavy the garbage truck could not lift them and I know this.

Shawn: What's the size of the receptacle?

Kory: Fairly small.

Lori: Smaller than a kitchen garbage sack.

Kristi: So, does the Town still have some?

Kory: There is one at Silver Tower Park.

Kristi: Just an idea, but maybe there's one that doesn't have a receptacle only the bags.

Kory: And use the garbage cans we already have. That would be the best.

Shawn: Sounds like a good solution. How do we move forward with that?

Summer: You can make a motion to that contingent whatever you want in the motion.

Shawn made a motion to approve removing the no dogs allowed in the Park signs with Roy seconding.

THE MOTION PASSED UNANIMOUSLY.

XI. New Business:

A. Discuss and vote on Triple Tree update the PER to replace approximately 2000 L.F. of asbestos concrete pipe on Rocky Mountain Drive and construct the loop in the alley at the south end of Pyfer Street to Yellowstone Trail.

Shawn made a motion to approve discussion with Roy seconding.

Kory: We've been trying to do this since the beginning of this project. But Jason felt that it would hold up the project with Grants so we never proceeded with it. We do have a hold right now with one of our Grants that's kind of holding us up and it would be a good time to write these into the PER and do it all

as one project. The Grant that is holding us up is RD and they are the ones that would fund these extra projects. RD works on a 60 to 40 Grant Loan. So, to sum this up, if we were to add this into our PER it's going to cost approximately \$15,000, I believe to have him add this into our PER. He hasn't gotten back to me yet but we should have a planning Grant of \$7,500 that could off set this cost and then present this RD as one overall project. If we hold off on this and these projects still have to be done, in five years we are going to have to write it as a full PER which this last one was \$30,000 and then go through the whole Grant process and who knows what we are going to end up with. Right now, where we are falling is a pretty Grant to Loan deal on this project.

Shawn: So, reading that letter the Town is faced with a \$7,500-15,000 depending on if we can get that match fund to get this amended and get this additional work included.

Kory: Correct. We weren't sure if there was an environmental impact that he may have to do too but that would be an additional \$5,000 if he has to do that but he doesn't know yet if they are going to require that. But, just put that in there too.

Shawn: Do you have a number on the cost of that project?

Kory: We don't.

Shawn: Substantial though, on this 60-40 deal?

Kory: I hate to even guess but yeah, you are at hundreds of thousands of dollars.

Summer: Am I wrong in saying that the update to that PER is not either or? It's \$7,500 to help with the \$10,000 it's not either or.

Kory: Correct. The way that it was explained to me is it was \$15,000. We are not positive we got that Planning Grant. If we did, that could go toward that \$15,000.

Shawn: Plus, the additional \$5,000 if we got the Environmental Assessment possibly.

Kory: Correct.

Shawn: But, it's a six-figure project that has to happen.

Kory: It has to happen eventually.

Shawn: So, we are faced with those costs or \$30,000 filing of a completely new deal to get it done.

Kory: Plus, depending on where you fall in the Grant cycle on the next batch. With this work we are not guaranteed anything but if this were to go through, it would be a 60-40 split. In 5 or 10 years that could change and be a total expense for the Town.

Summer: We are increasing our chances of getting this five years down the road because they could come back and say, "Well, there's five other projects".

Kory: That's totally correct. They do it as need while the five other Towns have a uranium problem and guess what, our ac pipe isn't as big of problem. So that's where you get dumped in the Grant process.

Shawn: Bottom line, for a new permit is more than this amendment costs.

Kory: Correct, yes.

Roy: We were just doing some rough numbers I thought. We figured our share was what, an \$800,000 project? I can't remember.

Kory: And honestly, I'm just guessing. I'm not sure what it's going to come in as.

Roy: Whatever it comes in at, it doesn't add that much more to our payment dollars to our note.

Kory: That's a good point. So, we are getting 60% of our project covered. So, we are going to add to our bank loan of 40% for these two projects.

Gary: When you get this project signed, I would recommend you put in new hydrants because it would be new services to the hydrants and have them where they should be and that road is not a hot asphalt road.

Kory: From what Jason and I have talked about, Rocky Mountain Drive will have all new curb stops.

Shawn: What's the time frame?

Kory: The PER would have to be done soon. It cannot hold up our water treatment plant. We have to be filtering water in July.

THE MOTION PASSED UNANIMOUSLY.

B. Discuss and vote on the Chamber putting electricity in the west end of Legion Park.

Katy made a motion to discuss with Roy seconding.

Kristi Wilson: Contingent on the Chamber getting a Grant.

John Kries: The Chamber has put in for a Grant with the South West Development Group and our intent is to, if the Grant is approved is to place additional electrical outlets in the Park west of the Pavilion to the bank sign. We've asked for a bid from K-4 Electric with Brandon Kidwell and he is working on it. We expect it by the 16th. We met with Kory and he mentioned that there are some of the outlets that are currently in the Park that he has replaced quite often and I mentioned to him that possibly part of our Grant might be to replace those outlets. He mentioned that if we could do that would sure save the Town some money because every year around the time of Frontier Days and sometimes twice a year those outlets have to be replaced. We also have as part of our bid might be to put in more electrical outlets farther west past the bank sign but we'll have to see what our bid is. Kory also asked us if what the cost would be and there would be greater use during Frontier Days so that's something we could work out with the City. We understand that something like that will possibly have additional costs and we don't want to say "here's something" and open the way for more costs. We want to work with the City on this. We haven't had a bid yet and we haven't gotten final approval on the Grant yet. Some of those things are up in the air but that is our intent.

Kory: Can I do? They will be hooked up to the meter base that runs the park well. So, it won't be an additional cost because the meter base is already there.

Summer: Kory and I talked also about locking it up so its not in use except during Frontier Days.

Questions continue. (See recording)

THE MOTION PASSED UNANIMOUSLY.

C. Discuss and vote on Ordinance Traffic and Vehicle 61 codes adopted.

Shawn made a motion to discuss with Roy seconding.

Summer: We have an Ordinance right now and as long as all rules are followed you can drive a golf cart if you follow the law. So basically, the idea is they do what they need to do to make their golf cart legal and follow existing laws.

Shawn made a motion to approve following all 61 codes with Katy seconding.

THE MOTION PASSED UNANIMOUSLY.

D. Discuss and vote on Billing Clerk working 30 hours a week.

Roy made a motion to discuss with Shawn seconding.

Shawn: Silly question, how much does a Billing Clerk work?

Summer: Right now, I have her for 3 days a week and I give her up for the Pool season so she just worked here and there. As I'm doing Clerk of Court stuff and there's a Cemetery project. She's not just a Billing Clerk, she's doing all the extras that I don't have time to do anymore.

Shawn: This is tied to the work load with the Judicial change?

Summer: Yes. I realistically see as Court goes on; I'll have to spend two days a week doing Court stuff.

Katy: Every week?

Summer: Yes, unless people start behaving. I'm sorry but I'm already behind on time pays.

Katy: So, in other words she's shuffling some of the work she can't get to on the Billing Clerk.

Shawn: Yes and because of the work load that got shuffled on you.

Summer: I've looked at other Clerk of Courts and what they are getting paid and they start out at least \$16 an hour. You're paying me what you are paying me.

Shawn: You did put in in the budget, though right?

Summer: Yes. I've already added it into the budget. One thing you need to look at, you add things to Public Works we deal with all the office stuff of that. They don't deal with the people yelling at them if something doesn't get picked up, we deal with that. The Council doesn't deal with that, we deal with that. And somehow, I need to get away from that a little bit because people want to come to me and I'm glad that they do but Allissa and Angela can deal with that.

Roy: Doe she get that stipend for insurance too?

Summer: Yes. With 30 hours a week she accumulates a certain number of vacation and sick leave and she will move to Billing Clerk pay which is \$15.21 and hour.

Roy: How is this going to affect her next year when the Pool opens up?

Summer: She may not be able to be the manager. This year I had no problem with it. Maybe we can get caught up with some things and then she can manage because she is a good manager.

Roy: Because then she'd be full time.

Summer: Well, no she had done full time at the office and the Pool and we coordinated a schedule to where it allowed her to do that.

Roy: Ok.

Summer: And I have no problem doing that again instead of starting over from scratch.

Mayor: She's a real asset.

Shawn: She's already schooled.

Roy motioned to approve the Billing Clerk working 30 hours a week with Shawn seconding.

THE MOTION PASSED UNANIMOUSLY.

E. Discuss and vote on Resolution 2019-2 setting the Mill Levy for the Town.

Shawn made a motion to discuss with Roy seconding.

Roy: Mill Levy is already set and that's the number it's going to be?

Summer: Yes.

Roy: You can't change it?

Summer: Nope. I wish we could. If I mess up on that Mill Levy, the Town may really like me for it or they're going to hang me for it. I usually have that second guess and Bonnie does the same thing. You want to make sure that Mill Levy is right.

Katy: So, clarification for the general public out there, I had a phone call this afternoon as well and they did not want another Mill Levy. This is not for us to vote on. We are not going to have an election for a Mill, they are already established for us right?

Summer: Correct, this is something we have to do every year.

Katy: The general public is confused out there. They think that we are going to be asking for more money.

Summer: Every year since I and the beginning of time, this is something that is done every year. Every year we are charged with the task of setting it every year. It's not just pulled out of a hat. It's a formula provided by the State we have to go through.

Roy motioned to approve the Resolution 2019-2 with Shawn seconding.

THE MOTION PASSED UNANIMOUSLY.

F. Discuss and vote on Resolution 2019-3 approving the Budget for 2019/2020.

Roy made a motion to discuss with Gary seconding.

Roy: Just to clarify to the public, the sewer, solid waste and water are going to balance.

Discussion continues. (See recording)

Roy motioned to approve 2019-3 with the exception of the General Budget with Shawn seconding.

THE MOTION PASSED UNANIMOUSLY.

G. Discuss and vote on Resolution 2019-4 yearly pay increase of \$.50 and 2.8% COLA.

Shawn made a motion to discuss with Katy seconding.

Shawn: We had talked about this and this is already in the budget.

Roy: When you look at this 2.8% and let's take Summer for example, it's \$.69 extra on the hour and she is our highest paid employee. So, it's probably going to mean another \$.50 on average so they are probably going to make a 4.8% raise total.

Summer: So, yes. We automatically get a \$.50 step up that was put in before my time.

Gary: I've got a problem with that 2.8% COLA. I think with all the benefits you guys get, if we give you the \$.50 that's fair.

Summer: That's up to you guys. I have no say.

Gary: You have how many Holidays a year?

Summer: Any legal holiday. When you say fair, I have to stick up for everyone that works for the Town. When you say benefits, we get \$800 for insurance. An insurance plan with MMIA for a family is closer to \$2000 a month. If you look at other Towns right now, which I have done this I can print out what every Town Clerk or Public Works Director makes and we are not high on the spectrum by any means. We are not the lowest anymore and we use to be one of the lowest.

Gary: It seems to me that one of those meetings we had a few years ago, we gave you dollars an hour raise.

Summer: You are right, Dale Davis did. That brought us up to a medium level. We were in the bottom 10 in the State of Montana of paid employees.

Mayor: Nobody is getting rich working for the Town of Whitehall and it's important to retain our employees.

Gary: You mean getting rich from Whitehall.

Summer: Most people for insurance get way better treated than the Town of Whitehall does when it comes to insurance.

Mayor: It's very important to retain our employees. We spend a lot of time training them, they are an excellent crew and they are more than deserving of this.

Summer: I'm fine either way but I do have to speak for the group of us as a whole and I don't think it's undeserved.

Maxine Samuelson: Can I speak?

Mayor: Yes.

Maxine Samuelson: I'm a former Public-School teacher and there were many years that we were told that we could not have a raise. If any of you know school teachers don't earn that much to begin with and it was hard. But we did not get a raise because it was not in the budget. So, before you decide on the \$.50 and hour which is pretty much a "have to do" but that 2.8% COLA I think that is more than at this time than can be put on the budget in my opinion.

Katy: I'm with Gary, I don't agree with the 2.8%. I as a County employee we also get raises but we do not get both. So, we have to live within our means as well.

Summer: And I believe Francine at the last meeting also agreed with you.

Gary: Fifty cents is a done deal?

Summer: Yes

Gary: It's the 2.8%?

Summer: Yes.

Bridget: Can I ask a question? Over a whole year, what's the number?

Shawn: \$6,000.

Bridget: I just thought that would help put it into perspective. Thank you.

Motion failed for the 2.8% COLA. Shawn made a motion to discuss the \$.50 yearly pay increase with Roy seconding.

Shawn: So, we would write a new Resolution?

Summer: Yes, and it will basically be the same except for the 2.8% COLA.

Shawn: Ok.

Shawn amended the 2019-4 and motioned to drop the 2.85 COLA and approve the \$.50 step increase with Katy seconding.

THE MOTION PASSED UNANIMOUSLY.

H. Discuss and vote on Resolution 2019-5 cancellation of certain Municipal Officers.

Shawn made a motion to discuss with Katy seconding.

Summer: Basically, we are cancelling an election for Wards 1,2 and 3 which are running unopposed. Roy you are running unopposed so you will have a four-year term. Logan is a four-year term running unopposed and Katy James also. Shawn and Maxine Samuelson are running against each other for Ward 3.

Maxine Samuelson: I'll dropout as long as Shawn is running.

Summer: That's above my paygrade. You'll have to talk to Bonnie about that. I don't know that answer to that. We still need people to run for Wards 1 and 2 which are two-year terms starting in January.

THE MOTION PASSED UNANIMOUSLY.

I. Discuss and vote on Resolution 2019-6 BaRSAA.

Katy: What is that?

Shawn: Bridge and Road Safety and Accountability.

Katy made a motion to discuss with Roy seconding.

Summer: The BaRSAA money is the money where we match \$1 to \$20 and it works out to \$933 and they match us at \$19,000. We already have projects matched to them which is the drainage issues on Division and Whitetail Drive. These are the two that I think are going to take up most of that money.

THE MOTION PASSED UNANIMOUSLY.

J. Discuss and vote on hiring Todd Watkins Consulting Services LLC.

Katy made a motion to discuss with Shawn seconding.

Nick Hensleigh: Todd was actually recommended to the Town by the auditor Newland and Company. I really think that Summer could use the help and services. Primarily when Summer was hired back in July 2014, the Town provided her no real training on Black Mountain Software which is the software that virtually all Municipalities and Counties use for Governmental Accounting and she's pretty much had to do it on her own. I don't think that's fair to any employee you hire if you don't give them training in the first place. Second of all, I don't want this to reflect on Summer at all but the Town is behind on financial audits. The Town is trying to wrap up fiscal year 2017 and the auditor still has some issues he wants to discuss and whether or not we would use Todd to do that we would need to talk to the auditor more about that. In my own opinion the Town does not want anything but an unqualified opinion and if that means some changes need to be made to fiscal years and financial reports, that ought to be made so the auditor is satisfied. But as soon as they finish 2017, the Town needs to move onto 2018 and obviously we are now on the clock for fiscal year 2019. There's a lot of thing that have to get done by Summer and now she's being taken up by the Court. For instance, once she wraps up this budget, she's supposed to upload it to the State. It's no easy process to upload simple things like the budget. I know from talking to Summer, she's had problems. I think there are a lot of services Todd could provide the Town and Summer to give her some help here. It's not something the Town could continue on forever per say but there are advantages in getting caught up. There are penalties levied by the State.

Mayor: It also wouldn't just be training for Summer it would benefit all the Clerks.

Nick: The Utility Billing and so on. If you look at Todd's background, he did work for a school district and worked with Black Mountain Software and I think he's retired basically but he's doing this work for a lot of other Towns. He would help us with the bank reconciliations. If you are in tune to accounting principals at all in business, having two people in an office doesn't give you much separation of duties so the auditor will always comment that there isn't a lot of oversight when you have just two people. I have

a lot of trust there would never be fraud here but the auditors still have to come in and give that call to give an unqualified opinion. Todd does lots of other things, account reconciliations if needed. In my opinion, I think Summer could use the help in making entries once errors are found so she knows how to fix them and we don't have to fix them month after month.

Summer: And in all fairness, I took it upon myself to fix something and it really didn't help.

Nick: And I've never seen software do it the way Black Mountain did.

Conversation continues. (See recording.)

Katy made a motion to approve hiring Todd Watkins 40-60 hours with Sawn seconding.

XII. BILL/ CLAIM APPROVAL LIST TO BE SIGNED BY ALL COUNCIL MEMBERS

Katy made a motion to approve the bills with Shawn seconding.

THE MOTION PASSED UNANIMOUSLY.

XIII. Adjourn:

Katy made a motion to adjourn the meeting at 8:36pm.

Mayor Mary Hensleigh

Date

Town Clerk Treasurer

Date