

January 5, 2004. The Culbertson Town Council met in regular session with the following present: Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Dixie Berwick, Steven Moore and Raedelle Aspenlieder. Absent: Jack Scotson and Attorney Greg Hennessy. Guest: George Johanson.

Mayor Gordon Oelkers swore in W. Bruce Houle for a 4 year term of office.

W. Bruce Houle made a motion to approve the agenda. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Paul S. Finnicum made a motion to approve December 1, 2003 minutes and November 30, 2003 Treasurer Report. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

The Roosevelt County Commissioners did not attend this meeting due to weather.

Mowing. George Johanson wanted to discuss the \$70.00 bill he received from the Town for mowing again. George said he did not receive the letter. But, says the letter is really an offer - not a letter quoting an Ordinance and violation of the obnoxious weeds portion of the Ordinance. Paul S. Finnicum made a motion to suspend the \$70.00 mowing fee. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Paul S. Finnicum and Bernie W. Finnicum. Opposed: W. Bruce Houle. Absent and not voting: Jack Scotson. MOTION CARRIED.

Swimming Pool Improvements. No new news.

Broadway Floral Property. The committee met on Dec. 22nd. Linda Twitchell and Raedelle will be preparing the Pre-Application for Rural Development.

East Sewer Lift Station. Bruns Electric installed heat tape and insulation on lines and valves in the east sewer lift station.

MT DOT Drainage. No new news.

Fire & Emergency System Siren. Town Council wants Bob and Dixie to write-up the plans for the Fire & Emergency System Siren. They should discuss the plans and our plan to proceed with Roosevelt County DES Coordinator Dan Sietsema, then present them at a council meeting.

Culbertson Community Development Corp. Council clarified that the Culbertson Community Development Corp. Executive Board members would be the Mayor and four Councilmen, with the Mayor being the Executive Director and voting only in case of a tie. The Corporation has to have separate insurance from the Town. Clerk will check on this and the cost of such insurance.

January 5, 2004 cont.

Vapor Root Sewer Lines. Council asked Steve Moore to get the necessary license required to apply chemical to sewer mains to kill roots.

State Floodplain. Clerk will call Karl Christians to schedule a public meeting with him concerning the floodplain.

Mallard Cablevision. Paul S. Finnicum made a motion to approve Resolution No. 328, A Resolution Of The City Of Culbertson, Montana Approving The Assignment Of The Cable Television Franchise From Mallard Cablevision, L.L.C. To LB Cable, LLC. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Landfill Hours. Clerk will draft an Ordinance to change the October Landfill hours for review at the February meeting.

DNRC Bonds. The earliest the State can call Bonds for the Town to pay-off the DNRC Bonds early is September. Clerk will work on Water and Sewer Rate Structures.

Pre-Disaster Mitigation Plan. Council would like Dan Sietsema to present the plan prior to passing a Resolution.

Arbor Day Grant. Paul S. Finnicum made a motion to have the Town apply for the Arbor Day Grant again this year. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Economic Development. Should the Town of Culbertson write Menards a letter and encourage them to consider putting a store in Culbertson? Bruce said it would be important for Larsen Builders and Finnicum's to consider this prior to the Town acting at all.

Eastern Plains R C & D. Paul S. Finnicum made a motion to reaffirm Dixie Berwick as the Appointed Representative on the R C & D Council with Raedelle Aspenlieder as the Alternate Representative. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

MT DOT -Jake Brakes. County Commissioners sent a copy of MCA 61-9-321 Engine Compression brake device -- use. Bill Juve with the MT DOT will be taking the signs down. Town will wait and see what happens.

Council Compensation. W. Bruce Houle made a motion to accept Resolution No. 327 A Resolution Of The Town Council Of The Town Of Culbertson, Montana Approving Compensation For Town Council Positions. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Great Northern Development Corp. Bernie W. Finnicum made a motion to provide a Letter of Support for Great Northern Development Corp. for approval as a Certified Regional Development Corp. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, W. Bruce Houle and Paul S. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

Water School. Paul S. Finnicum made a motion for Steve Moore to attend the Montana Rural Water Conference in Great Falls Feb. 18 - 20. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Jack Scotson. MOTION CARRIED.

January 5, 2004 cont.

Town office will see how many available lots there are in town to build on.

The following bills were reviewed by the auditing committee and ordered paid:

General Fund:

First Community Bank	644.28
MT Dept of Revenue	90.41
Nemont Telephone	155.20
PERS	334.18
MDU	411.79
Eastern Plains R C & D	10.00
Carol Christoffersen	17.09
Raedelle Aspenlieder	1835.91
A T & T	70.00
Bruce Waldhausen	135.00
City Line	897.27
CNA Surety	80.00
Eastern Plains R C & D	100.00
EZ Computers	75.00
EZ Wireless	30.00
EZ Wireless	30.00
Finnicum's	15.00
Gaffaney's	425.12
Hometown Market	25.42
MT Dept of Revenue	90.41
MMIA	189.20
Nemont Telephone	160.87
PERS	334.18
Roosevelt Co. Sheriff Dept	916.66
Roosevelt Co. Treasurer	88.00
Steve's Automotive Repair	228.50
First Community Bank	20.42
MT Dept of Revenue	20.42
Hennessy Law Office	2359.42
Hometown Market	4.18
TOTAL	<u>\$10,288.50</u>

Other Funds:

Firemen's Fund Relief	150.00
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Special Funds:

Farm Plan	217.72
First Community Bank	49.08
Larsen Builders	11.18
MT Dept of Revenue	5.36
PERS	21.45
MDU	1039.25
First Community Bank	19.29
Betty Schroeder	115.44
Robert Jasper	189.64
City Line	280.85
Culb. Pharmacy	4.13

Enterprise Funds:

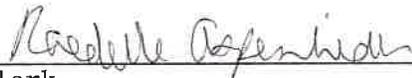
Farm Plan	20.58
First Community Bank	1444.94
Larsen Builders	30.00
MT Dept of Revenue	232.82
Nemont Telephone	46.40
PERS	914.19
MDU	1199.84
Robert Jasper	84.50
Postmaster	86.02
DNRC	32800.34
Dixie Berwick	1411.50
Douglas Portra	89.12
Odean Kilsdonk	1724.29
Robert Jasper	2519.47
Bruns Electric	51.00
Cactus Concrete	34.50
Cellular One	47.56
Channon Bighorn	36.00
City Line	88.02
Dept of Public Health	16.50
Energy Lab	469.40
Falcon Pump & Supply	506.50
Finnicum's	52.20
First Community Bank	600.00
Franz Construction	5242.00
Hawkins, Inc.	673.05
Joseph French	18.03
Miller Oil Co.	210.34
Montana Bar	26.00
MT Dept of Revenue	284.30
MMIA	911.16
Nemont Telephone	46.35
Northwest Pipe Fittings	828.08
Oelkers Servicenter	906.94
PERS	1040.75
Sheridan Electric	15.00
The Searchlight	13.30
Unit Process Co.	509.02
Utilities Underground	4.14
WasteCo Supply	1900.00
Williston Landfill	1130.37
First Community Bank	1728.86
MT Dept of Revenue	55.22
Bruns Electric	844.47
Farm Plan	156.65
MDU	1096.02
TOTAL	<u>\$62,145.74</u>

January 5, 2004 cont.

Special Funds cont.

Finnicum's	40.15
Miller Oil Co.	91.90
MT Dept of Revenue	8.78
MMIA	34.40
Oelkers Servicenter	93.69
PERS	33.77
Real Simple	19.90
Roos. Memorial Med Center	40.00
Western Plain Mach.	53.31
First Community Bank	69.00
MT Dept of Revenue	2.39
Farm Plan	350.68
MDU	9.58
TOTAL	<u>\$2,800.94</u>

Meeting adjourned at 8:50 p.m.



Clerk



Mayor

February 2, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper, Dixie Berwick and Ruedelle Aspenlieder. Guests: Dan Sietsema and Peter Olson.

Attorney Greg Hennessy swore in Jack Scotson for a 4 year term of office as Town Councilman.

Jack Scotson made a motion to approve the agenda with the addition of guest Peter Olson. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

W. Bruce Houle made a motion to approve the January 5, 2004 minutes and December 31, 2003 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Airport. The Roosevelt County Commissioners did not attend this meeting.

Corps of Discovery. Peter Olson presented information about Corps of Discovery II Markers. To honor Lewis and Clark's contributions to mapping, NOAA's National Geodetic Survey (NGS) is installing a series of commemorative markers along the route that Lewis and Clark traveled, beginning in Monticello in Virginia and ending at Fort Clatsop in Oregon. NGS is positioning these markers using modern techniques, including the satellite-based Global Positioning System. The markers will become part of the National Spatial Reference System (NSRS), the federal standard and foundation for all positioning and navigation activities in the United States.

Pete asked if the Town of Culbertson would be interested in the Corps of Discovery II marker and if so, what possible sites? Paul S. Finnicum made a motion that Culbertson express an interest in the Corps of Discovery II marker. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

February 2, 2004, cont.

Corps of Discovery cont.

Possible installation date is the summer of 2004. Possible sites are at the museum and Bruegger-Centennial Park.

Pre-Disaster Mitigation Plan. Dan Sietsema, Roosevelt County Disaster and Emergency Services Coordinator, was present to discuss and answer any questions on the Roosevelt County and Town of Culbertson Pre-Disaster Mitigation Plans. Paul S. Finnicum made a motion to approve Resolution No. 326 adopting the Pre-Disaster Mitigation Plans. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will send Dan Sietsema copies of the pages in the Plan that have changes or corrections.

Fire & Emergency Siren System. There was discussion on the NOAA Weather Service out of Glasgow. Where is the transmitter? There is no service for NOAA in many areas in Culbertson. Dan Sietsema will talk to the gal in Glasgow that is organizing NOAA Weather and inform her of the coverage problem in Culbertson. Dan said the siren system is on the priority list with the Local Emergency Planning Committee. However, there are other priorities ahead of the siren system.

Discussion on the siren system was that it should be radio activated. Remote activators can be hooked to almost anything. Dan suggested we go with the siren but wait on the remote activator. Council would like the sales representative and installer to attend the March 1, 2004 council meeting.

Disaster Declaration. Jack Scotson made a motion to adopt Resolution No. 329, A Resolution Of The Town Of Culbertson Determining That Due To Extreme Winter Weather And Heavy Snowfall In Culbertson There Exists A Disaster. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. The millage levied for the Town of Culbertson shall not exceed 2 mills on the municipality's taxable valuation. This is approximately \$850.00. Several counties and towns in northeast Montana have already passed similar Resolutions. The town will assist in snow removal in problem areas.

Culbertson Economic Development Corp. The 2004 Annual Corporation Report for Culbertson Economic Development Corp will list as Directors the Mayor and all councilmen.

Clerk will send the Montana Municipal Insurance Authority a request for insurance coverage for Liability and Errors and Omissions for the Culbertson Economic Development Corp. Also, clerk will check with the County Commissioners to see if the Corp. can piggy back on the county policy. Attorney Hennessy will have a revised edition of the By-Laws for the March meeting.

Swimming Pool Improvements. Nothing new.

Broadway Floral Property. Raedelle is meeting with Linda Twitchell in Wolf Point on 2-11-04 to work on the Pre-Application for Rural Development.

MT DOT Drainage. No new news.

Vapor Root Sewer Lines. Town recently received a copy of the License from Pace Construction. If the town does the vapor rooting, it will be re-advertised. Meanwhile, Bob and Steve are working to get the necessary license.

Karl Christians - FEMA. Raedelle called Karl Christians again to see when he plans to come to Culbertson for a public meeting, but no date set yet.

February 2, 2004 cont.

Mallard Cablevision. No new news.

Landfill. Paul S. Finnicum made a motion to pass first reading of Ordinance No. 198, An Ordinance Amending Town Code Section 7.02.070(e) To Set Class III Landfill Hours. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Swimming Pool Evaluations. No new news.

Mendards Properties. Idea died.

Economic Development. Council reviewed list of possible lots to build on. Local and area banks would need to be on board to work with financing the building of homes. Gordon will talk to Wayne at First Community Bank and Jack will talk to Richland Federal Credit Union.

GJV's. General journal voucher #72 was approved and signed.

Jake Brakes. Town council received a letter from Ray Mengel, District Administrator with the Montana Dept. of Transportation about removing "No Compression Brake" signs. The 2003 Legislature's new law allowing the use of compression brakes recently took effect (MCA 61-9-321. Engine compression brake device-use.) The new law takes precedence over local government ordinances that prohibit the use of compression brakes. Consequently, it is no longer legal for us to have signs on our right-of-way prohibiting the use of compression brakes. To comply with the law, MDT will be removing any such signing on our right-of-way. We anticipate having these signs removed within the next few months.

MMIA. Town received Coverage Endorsement - MMIA Memorandum of Liability Coverage. Council reviewed the document, but wants clerk to send it to Attorney Hennessy to review and discuss at the March 1, 2004 council meeting.

Swimming Pool. Paul S. Finnicum made a motion to advertise for the Swimming Pool Manager for the 2004 season with applications due by 5:00 p.m. on 3-1-04. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED. All pool personnel will receive a personnel policy manual.

Building Codes. Some fences, hedges, trees, etc. obstruct the view to enter the street or highway. Council reviewed Town Code 15.02.040 Placement of Buildings and Fences. No changes were made.

Water & Sewer Rate Structure. Council reviewed rate structure information provided by the clerk. Paul would like a complete breakdown of expenditures in water operating fund. Clerk will look up Target Rates for water and sewer funds. Also, median household income for Culbertson.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
MDU	104.30	Carquest Auto Parts	16.17
MDU	493.28	Montana Rural Water	155.00
MT Dept of Ag	25.00	MDU	21.57
A T & T	68.29	Postmaster	87.63
Bruce Waldhausen	135.00	Dept. of Env. Quality	732.00
Dixie Berwick	40.75	Dept of Public Health	19.00

February 2, 2004 cont.

General Fund cont:

EZ Computers	195.00
Finnicum's	10.17
Fiscal-Health Programs	75.00
Gaffaney's	294.87
IIMC	80.00
J.P. Cooke Co.	37.89
Modern Aire Flight Serv.	189.72
Postmaster	74.00
Roos. Co. Election Admin.	290.34
Roos. Co. Sheriff Dept	916.66
The Searchlight	15.20
CNA Surety Co.	50.00
Roos. Co. Treasurer	20.00
Carol Christoffersen	17.09
Raedelle Aspenlieder	1836.32
BG Fire, Inc.	200.00
City Line	936.36
Finnicum's	355.04
First Community Bank	514.22
Modern Aire Flight Serv.	918.09
MT Dept of Revenue	90.00
MDU	590.23
PERS	334.18
TOTAL	<u>\$8,907.00</u>

Special Funds:

Carquest Auto Parts	117.01
MDU	1057.87
Carquest Auto Parts	195.66
First Community Bank	26.51
Finnicum's	131.23
Home Magazine	18.00
Karen Baxter	12.99
Midwest Living Magazine	19.97
National Geographic Adventure	12.00
Roos. Memorial Med Center	40.00
Homestead - South 40	76.38
Farm Plan	216.43
Betty Schroeder	115.44
Robert Jasper	543.66
Steven Moore	19.73
City Line	309.51
Finnicum's	62.04
First Community Bank	153.13
Miller Oil Co.	168.29
MT Dept of Revenue	22.15
Oelkers Serv.	82.96
PERS	97.83
TOTAL	<u>\$3,498.79</u>

Enterprise Funds cont:

Finnicum's	55.36
Franz Cosnt.	685.00
Industrial Systems, Inc.	44.47
Kohler Communications	425.00
Northwest Pipe Fittings	939.23
Sheridan Electric Co-Op	15.00
USA Blue Book	97.46
Utilities Underground	4.14
Williston Tire & Auto	85.00
Cellular One	47.56
Farm Plan	25.55
Hach	115.90
Industrial Systems, Inc.	330.74
Northwest Pipe Fittings	124.66
Dixie Berwick	1387.20
Odean Kilsdonk	1517.72
Robert Jasper	1721.56
Steven Moore	1952.44
City Line	80.20
Finnicum's	157.98
First Community Bank	1926.29
Hawkins Water Treatment	634.50
Interstate Companies	158.82
Miller Oil Co.	221.90
MT Dept of Revenue	318.85
MDU	9.68
Oelkers Serv.	497.37
PERS	1199.91
Steve's Auto Repair	682.00
Triple M	15.00
TOTAL	<u>\$16,507.86</u>

Meeting adjourned at 9:40 p.m.

Raedelle Aspenlieder
Clerk

[Signature]
Mayor

March 1, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper, Dixie Berwick, Steve Moore and Raedelle Aspenlieder. Guests: Bob Brenner - Tab Electronic, Jeri Gustafson, Rob Oelkers and Ken Forbregd.

Paul S. Finnicum made a motion to approve the agenda. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

W. Bruce Houle made a motion to approve the February 2, 2004 minutes and January 31, 2004 Treasurer Report. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Airport. The Roosevelt County Commissioners did not attend this meeting.

Kohler Communications. Preston with Kohler Communications was unable to attend.

Fire & Emergency System Siren. Bob Brenner with Tab Electronic, Inc. and Robert Jasper calculated the central location for the new Fire & Emergency System Siren. It appears the area of the Fire Hall would be the best location. The STH10 fire siren would be mounted on a pole 50 ft. above ground and covers a one mile diameter circle. The STH10 requires a 3 phase power source. If there would happen to be any dead spots due to the prevailing northwest winds, the 2 smaller model 2's could be used to cover the dead spots. The STH10 is radio controlled and can be keyed to portable or mobile radios. This system would fit into a county plan as well. Tab Electronics usually has the electrical part of the installation done by a local electrician.

Paul S. Finnicum made a motion to have Tab Electronics put together a bid for one STH10 siren, one control, installation and tech support. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. The town will take care of the 55 or 60 class pole, electricity and crane to set the siren on the pole.

Channel 15. Ken Forbregd said local Channel 15 is up and running. There needs to be a phone line to the TV shack so things can be input over the modem. This can be an Off-Premise Extension. Bernie W. Finnicum made a motion to add an OPE Line to the TV shack from the Fire Hall line, an additional cost of \$26.00/month. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. Certain individuals will be able to code into the modem. Ken said he can continuously broadcast 95.1 FM, Plentywood and Wolf Point radio stations.

Ken presented information on Omega TV. Omega TV carries Montana Sporting Events. This could be run over Channel 15. When they are going to have a broadcast, they activate their system by sending a DTMF tone down through their receiver to the Monroe switch and the switch will switch to their broadcast from the normal programming. The following are costs for this system:

Receiver: Samsonic BS-8100	\$179.00
Meter Dish: Patriot	\$120.00
Double tray non-pen mount	\$ 55.00
LNBF	\$ 20.00
Brick for non-pen mount	\$ 25.00
Monroe Switch	<u>\$375.00</u>
TOTAL	\$774.00

March 1, 2004 cont.

Paul S. Finnicum made a motion to purchase the Omega TV equipment for \$774.00 and have Ken Forbregd do the installation. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

LB Cable. Town will send a letter to LB Cable about keeping the Disney Channel. If they don't keep Disney, what are they planning to substitute? Dixie talked to Jerry Anderson with Mid-Rivers about purchasing the Culbertson Cable TV System. He said they had looked at Culbertson, but Mallard would not sell Culbertson alone, the sale would include Poplar and Plentywood. Mr. Anderson suggested we check with Nemont to be sure they are not interested in the Culbertson Cable System. Mr. Anderson also said to see if the new company, LB Cable, would sell the Culbertson system alone. Dixie will talk to Nemont and we will inquire about selling the Culbertson system with LB Cable.

Firemen's Ball. Rob Oelkers represented the Fire Department. The Firemen's Ball is March 13th and will be in the Roosevelt County Fairgrounds Building. Roosevelt County Commissioners are asking the Fire Dept. to provide Premise Liability Insurance and Liquor Liability Insurance. No action was taken.

Swimming Pool. Council reviewed the swimming pool manager applications. Paul S. Finnicum made a motion to offer the pool manager position, 2004 season, to Jeri Gustafson with wages the same as last year. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will send letters to the other 2 applicants and offer to retain their application for the other positions they qualify for when they are advertised. Paul said Jeri Gustafson will be asked to participate in filling the other positions.

Pool Improvements. No new news.

Broadway Floral Property. Linda Twitchell and Raedelle will be preparing the Pre-Application for Rural Development.

Drainage on Broadway. No news from MT DOT on the drainage problem on Broadway Ave.

Culbertson Community Development Corp. In an effort to keep insurance costs down for the Culbertson Community Development Corporation, the Corporation should serve as an advisory entity to the town council. Therefore, the Town Council would be able to veto anything the Corporation does or advises. The Culbertson Community Development Corporation By-Laws should be written as such.

W. Bruce Houle made a motion to have Attorney Hennessy talk directly to MMIA - Bob Worthington and get the necessary language for the By-Law changes, and bring the updated By-Laws to the April town council meeting. Jack Scotson seconded the motion. MOTION CARRIED.

FEMA. No word from Karl Christians on when he will be coming to Culbertson.

Cable TV. Mallard Cablevision paid the franchise fee through 1-31-04.

Landfill Hours. All councilmen approved second reading of Ordinance No. 198 An Ordinance Amending Town Code Section 7.02.070(e) To Set Class III Landfill Hours For The Town Of Culbetson, Montana.

Swimming Pool Evaluations. No news.

March 1, 2004 cont.

Economic Development. Lots - Building - Banks, no new news.

Water & Sewer Rate Structures. More work needs to be done on the water and sewer rate structures.

GJV. General journal voucher #73 was approved and signed.

MMIA. Attorney Hennessy reviewed the correspondence from the MMIA concerning Coverage Endorsement - MMIA Memorandum of Liability Coverage. The "Endorsement for Land Use Liability" is effective as of January 1, 2004. The Endorsement states: "The Authority agrees to provide defense cost only coverage for the Entity...arising out of wrongful Land Use Practices, as defined..."

Personnel Policy Manual. Mayor, Councilmen and Attorney Hennessy all received copies of update suggestions from MMIA after they (MMIA) reviewed the Town's Personnel Policy Manual. Clerk will update the Personnel Policy Manual with the changes as a legislative update.

Local Government Review Elections. Local Government Review elections are coming up in the June Primary. A governing body shall call for an election on Local Government Review by March 25, 2004. Jack Scotson made a motion to comply with State Statutes concerning the Local Government Review elections coming from the County Election Administrator. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Engineering Contract. Gordon attended the Saddle Club meeting in February and updated them on the Montana Dept. of Transportation plans of replacing the 12 ft. culvert with two 13 ft. culverts and the work that should be done in the form of a dike on the Saddle Club grounds. The Saddle Club did a motion of support for the project.

W. Bruce Houle made a motion to sign an agreement with Kadrmas, Lee & Jackson for engineering services for the dike project on the Saddle Club grounds. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. Mayor Oelkers sent Larry Akers with Disaster and Emergency Services a letter about this project and inquired about possible funding assistance. Mayor has not received a response from his letter yet. Larry Akers was involved in the low-water crossing and water diversion project on the east side.

Snowplow Truck. Council received information from Billings Truck Center on a 1990 Ford - L8000 snowplow truck with sander. There is also a truck in Williston at Meyer's Construction. No action was taken.

NOAA All-Hazards Radio. Town received a response from NOAA All-Hazards Radios, to our letter concerning no service in areas in Culbertson. There are two transmitters that serve Culbertson, one is located 13 miles north of Poplar, the other is 14 miles west of Williston. The Poplar transmitter broadcasts on 162.425 Mhz (Channel 2 or B) and the Williston radio transmits at 162.550 Mhz (Channel 7 or G). Raedelle will put this in the newspaper and on Channel 15.

W. Bruce Houle made a motion to purchase Power Point software if needed. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

March 1, 2004 cont.

Come Home Montana. Come Home Montana is about connecting two groups of people. The first group are talented individuals and entrepreneurs that wish to make Montana their home. The second group are Montana communities. Communities that wish to welcome alumni and entrepreneurs that would like to come home. The purpose of the list is to share ideas and information about community resources and assets that may be unsung outside the general locale. Dixie provided a list for the council to review and add to. Council suggested she add on to the list from the town WEB Site and E-Mail the WEB Site address to Come Home Montana. Also, note that the T-1 Line runs by Culbertson.

Emergency/Disaster DEclaration for Snow Removal. Mayor Oelkers sent a letter to Governor Martz requesting assistance for the Emergency/Disaster Declaration for Snow Removal. Council asked clerk to explain what the town has already spent on snow removal in these minutes and in the newspaper.

Actual costs incurred to date 2-29-04:

A. Personnel Labor		
1. Regular Employees - Expense Not Eligible	\$2878.43	
Snow Removal Done During The Regular		
40 Hour Work Week		
2. Regular Employees - Overtime Due to Disaster		\$718.65
B. Equipment Expense		
1. Town Owned Equipment Expense-Not Eligible	\$3028.00	
Equipment Use During The Regular 40 Hour		
Work Week		
2. Town Owned Equipment Expense - Use During		\$504.00
Overtime Due to Disaster		
C. Hired Equipment		\$120.00
D. Materials And Supplies		<u>\$159.00</u>
Total Disaster Expenses As Of 2-29-04	\$5906.43	\$1501.65
Less 2 Mill Emergency Levy		<u>- \$856.86</u>
Amount State <u>May</u> Reimburse To Town		\$644.79

Clerk's Institute. The Montana Institute for Municipal Clerks, Treasurers and Finance Officers Certification Program is May 2 - 7, 2004 at Holiday Inn in Billings. Bernie W. Finnicum made a motion to approve Raedelle to attend. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

District C Clerk's Meeting in Malta. Raedelle will not be attending the District C Clerk's Meeting in Malta on March 25th.

Local Recreation Survey. Council discussed the Montana Fish, Wildlife & Parks Local Recreation Survey. The Survey is designed to be a telephone survey. W. Bruce Houle made a motion to mail the Local Recreation Survey with a cover letter explaining that the survey is designed to be done over the telephone, but that the Town Council thought it would be best to mail the survey to allow our residents ample time to complete and give some thought to the survey.

March 1, 2004 cont.Local Recreation Survey cont.

Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Water Fund. Clerk explained the discovery of Resolution No. 236 dated 12-2-85 CDBG Construction Fund Loan from Oil Severance. Council discussed the Resolution. No action was taken. Clerk will check with the DNRC to see what the \$38,000 that is set aside as a bond requirement, can be used for after the debt is paid.

Corps of Discovery II Marker. Culbertson is the designated city for Eastern Central Montana for the Corps of Discovery II Marker. To honor Lewis and Clark's contributions to mapping, NOAA's National Geodetic Survey (NGS) is installing a series of commemorative markers along the route that Lewis and Clark traveled, beginning in Monticello in Virginia and ending at Fort Clatsop in Oregon. NGS is positioning these markers using modern techniques, including the satellite-based Global Positioning System. The markers will become part of the National Spatial Reference System (NSRS), the federal standard and foundation for all positioning and navigation activities in the United States. Possible installation date is the summer of 2004.

Jack Scotson made a motion to approve the museum as an agreeable site for this marker. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. Mayor Oelkers will attend the next museum club meeting to discuss this. It was suggested the installation of the Corps of Discovery II Marker be coordinated with another grand event at the museum.

Surface Water Training. Jack Scotson made a motion to have Steve Moore attend the Surface Water Training in Miles City on March 2nd and 3rd. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Gaffaney's. Gaffaney's in Williston has access to software that can be used with the scanner that allows for retrieval with key word search. Raedelle and Dixie will go to Williston to test it out. If it will work for the town, we will get a price quote for the software.

MT Community Foundation. The Montana Community Foundation helped with the funding for a fire siren in Fairview. Dixie is working on that. Council also suggested Dixie check into the Star Fund and Caviar Grant out of Glendive.

LEPC. Jack Scotson made a motion to have Robert Jasper attend the LEPC meeting in Poplar on March 2nd. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Nemont Telephone	155.54	Nemont Telephone	46.35
MDU	42.73	Williston Landfill	910.73
Secretary of State	15.00	Larsen Builders	29.09
A T & T	94.11	MDU	519.25
American Legion Post 81	100.00	MDU	64.69
Bruce Waldhausen	135.00	Northwest Pipe	347.51
EZ Wireless	30.00	Steven Moore	351.00
Ft. Union Supply	34.00	Postmaster	86.71
Gaffaney's	46.99	CarQuest	16.17

March 1, 2004 cont.General Fund cont.

Hometown Market	14.65
Roos. Co. Sheriff Dept.	916.66
The Other Place	5.00
Will's Office World	92.00
Gaffaney's	31.66
Red Hot Fire Ext.	101.95
Roos. Co. Treasurer	49.00
Carol Christoffersen	17.09
First Community Bank	514.22
MT Dept of Revenue	90.00
PERS	334.18
Raedelle Aspenlieder	1836.32
City Line	936.35
Gaffaney's	4.20
Modern Aire Flight	1205.84
MDU	57.43
Culbertson Pharmacy	25.06
Larsen Builders	119.00
MDU	497.07
TOTAL	<u>\$7,501.05</u>

Special Funds:

Larsen Builders	181.02
MDU	1065.85
Culbertson Pharmacy	4.75
Ft. Union Supply	34.00
Roos. Memorial Med. Center	40.00
Homestead-South 40	93.45
Western Plains Mach	15.03
Karen Baxter	59.24
Oelkers Serv.	36.42
Betty Schroeder	115.44
First Community Bank	360.36
MT Dept of Revenue	57.14
Odean Kilsdonk	28.47
PERS	242.21
Robert Jasper	1241.27
Steven Moore	113.08
City Line	319.94
Miller Oil	192.66
MDU	15.50
MDU	13.30
TOTAL	<u>\$4,229.13</u>

Enterprise Funds cont.

Dept. of Public Health	19.00
Industrial Systems	252.61
Johnstone Supply	86.17
Northwest Pipe Fittings	57.64
Tim Mack	10.05
First Community Bank	85.58
Kohler Communications	6.00
Oelkers Serv.	156.93
Sheridan Electric	15.00
Williston Landfill	716.48
Dixie Berwick	1291.85
First Community Bank	1630.44
MT Dept of Revenue	265.86
Odean Kilsdonk	1394.93
PERS	1013.80
Robert Jasper	1100.75
Steven Moore	1771.53
City Line	72.39
Farm Plan	56.84
Industrial Systems	34.61
Miller Oil	232.81
MDU	19.27
Cellular One	47.56
Larsen Builders	189.66
MDU	9.73
Steve's Auto Repair	293.00
TOTAL	<u>\$13,201.99</u>

Meeting adjourned at 10:10 p.m.

Raeddle Aspenlieder
Clerk

[Signature]
Mayor

April 5, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Gordon Oelkers, Greg Hennessy, Robert Jasper and Raedelle Aspenlieder. Absent: Bernie W. Finnicum. Guests: Allen Petersen, George Jasper, Linda Twitchell and Don Loomer.

Paul S. Finnicum made a motion to approve the agenda. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Jack Scotson made a motion to approve the March 1, 2004 minutes and February 29, 2004 Treasurer Report. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson, W. Bruce Houle and Paul S. Finnicum. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Building Permit. George Jasper presented a building permit for a front deck for approval. The permit was approved and signed.

Building Permit. Allen Petersen presented a building permit for a garage. There was a problem with the set back on the north side. Paul S. Finnicum made a motion to approve Allen Petersen's building permit with the condition that Allen shows deed with reservation of the required 5½' set back from edge of structure prior to construction and without right of reversion. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Storm Water Diversion - Saddle Club. Don Loomer was present to discuss the storm water diversion west of Highway No. 16 North. There are Pre-Disaster Mitigation Program Funds that the Town can apply for once a year. Mayor Oelkers will talk to Saddle Club to try to get an agreement to stockpile dirt. Town will also need to talk to whoever gets the contract with the Montana Department of Transportation for the culvert project to try to coordinate some of the dirt work.

Broadway Floral Property - Multi-Use Facility. Linda Twitchell with Great Northern Development Corp. was present to discuss the Multi-Use Facility. The MT DOT Engineering will not commit to a 20 year lease at the cost for space in the new facility. The county commissioners decided to cut the DOT portion out of the new facility. The Roosevelt County building in Culbertson is in bad condition. The east end of the building has suffered extensive water damage over the years. Linda and Raedelle are working on the Pre-Application for Rural Development. Linda said CDBG will match Rural Development. Linda discussed the possibility of tearing down the old Broadway Floral building with the town council. Linda said if the only reason we aren't tearing the building down now is to use the cost of demolition as match, that between the county and the town there is plenty of match for the project. W. Bruce Houle made a motion to tear down the old Broadway Floral building after anything salvageable has been removed. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Jack Scotson and Paul S. Finnicum. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Pool. The swimming pool will be painted when the weather permits. Bob will order new wind break material for the fence.

MT DOT - Drainage Problem on Broadway Ave. No new news.

April 5, 2004 cont.

Culbertson Community Development Corp. Attorney Hennessy talked to Bob Worthington with MMIA about insurance coverage and the By-Law language. Apparently, Culbertson is the first municipality to ask MMIA for such coverage. Work is still in progress here.

Ordinance Revision. Council discussed possibly needing some clarity in the Building Regulations section of the Code Book, such as, street legal and platted property. Council decided to have Attorney Hennessy do some research on this subject.

Sand Creek Subdivision. The contract with Vannatta and Weeks in Sand Creek Subdivision is good until Oct. 1, 2022. The watermain question came up because of Threshers Assn.

Fire & Emergency System Siren. Council reviewed an equipment proposal quote from Tab Electronics, Inc. for the fire and emergency system siren. Jack Scotson made a motion to approve purchase of STH10A-240P Siren, RC5WA-240 Motor Control and FCH Radio Controller \$7709.00 from Tab Electronics, Inc. and a 60' new pole from MDU, installed by MDU. Paul S. Finnicum seconded the motion. Those voting in favor of the motion: Jack Scotson, Paul S. Finnicum and W. Bruce Houle. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

State Floodplain Management. No news yet when Karl Christians will come to Culbertson.

Economic Development. Lots-Building-Banks. Richland Federal Credit Union does not have a home loan program. They are interested, but they are not in a home loan position yet.

Water and Sewer Rate Structures. Work in progress. Council wants clerk to work on water and sewer rate structures and spread out the increases over the next 5 years to start with.

Emergency/Disaster Declaration. Governor Martz did authorize the Emergency/Disaster declaration for Snow Removal.

Personnel Policy Manual. Council will review the Personnel Policy Manual. Changes need to be brought to town office before May 3rd meeting. Personnel Policy Manual will be voted on at May 3rd meeting.

Corps of Discovery II Marker. The museum is the site for the Corps of Discovery II Marker. The Marker will be set in May. Sheridan Electric will dig the hole. Dedication date will be set later with Museum and Marker.

CDBG Construction Fund Loan. Later.

Local Recreation Survey. No update.

Building Permits. A building permit for Kay Palmer - sidewalk was approved. A building permit for Miller Oil Co. - canopy and sign was approved subject to sign set backs in code book.

Swimming Pool Personnel. Paul S. Finnicum made a motion to advertise for swimming pool personnel for 2004 season with applications due by 5:00 p.m. on Monday, May 3, 2004. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, W. Bruce Houle and Jack Scotson.

April 5, 2004 cont.

Swimming Pool Personnel cont.

Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Summer Maintenance Position. Paul S. Finnicum made a motion not to hire for the summer maintenance and extend Odean Kilsdonk one more year full-time temporary and evaluate this at the end of that year. Jack Scotson seconded the motion. Those voting in favor of the motion: Paul S. Finnicum, Jack Scotson and W. Bruce Houle. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Maude Schuetze Foundation. Town applied to the Maude Schuetze Foundation for Channel 15, Hillside Cemetery and the Fire Dept.

LB Cable. Gordon said he talked to the LB Cable Company and they said they will try to keep the Disney Channel. The Disney Channel costs \$2.50/hook-up. LB Cable may drop some other channels. LB Cable would be willing to sell as a package. Nemont may look into the Cable System. W. Bruce Houle made a motion to write a letter to Nemont and Mid-Rivers - a formal request of interest in the Culbertson Cable System. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Jack Scotson and Paul S. Finnicum. Absent and not voting: Bernie W. Finnicum. MOTION CARRIED.

Lifeguards Certification & Re-Certification. Kwyn Forbregd has the training to certify and re-certify lifeguards. She requested use of the Culbertson pool to conduct her classes and asked if there would be a charge for the pool use. Council tabled this until the May meeting when they will also discuss the WSI payment method.

Arbor Day. The Arbor Day Grant for \$150.00 was approved again this year.

The following bills were reviewed by the auditing committee and ordered paid:

General Fund:

EZ Computers	369.94
EZ Wireless Serv.	30.00
Nemont Telephone	153.30
Postmaster	111.00
Stamp Fulfillment Serv.	419.85
Local Government Center	50.00
EZ Computers	734.00
Carol Christoffersen	17.09
Raedelle Aspenlieder	1836.32
A T & T	67.64
Bruce Waldhausen	235.00
Bruce Waldhausen	4.18
The City Line	613.24
Culb. Pharmacy	5.01
EZ Wireless Serv.	30.00
Finnicum's	333.65
First Community Bank	514.22
Gaffaney's	70.49
Hometown Market	28.53
MT Dept. of Revenue	90.00
MMIA	184.22
MDU	424.49
Nemont Telephone	169.73

Enterprise Funds:

Finnicum's	101.90
Kohler Comm.	379.00
MDU	533.52
Nemont Telephone	46.35
First Community Bank	89.00
Postmaster	86.25
Dixie Berwick	1411.05
Odean Kilsdonk	1596.92
Robert Jasper	1780.15
Steven Moore	1838.77
Black Mountain Software	999.00
Cellular One	47.56
The City Line	46.33
Dept. of Public Health	19.00
Finnicum's	9.39
First Community Bank	1989.03
Franz Const.	81.00
Hach Company	71.45
Hawkins Water Treatment	444.33
Industrial Systems	810.89
Miller Oil Co.	42.45
Modern Machine Works	237.60
MT Dept. of Revenue	342.23

April 5, 2004 cont.

General Fund cont.

PERS	334.18
Raedelle Aspenlieder	108.75
Roos. Co. Sheriff Dept.	916.66
Roos. Co. Treasurer	19.00
The Searchlight	60.80
UI Tax Program	18.29
Wheatland Fire Equip.	3000.00
Hennessy Law Office	2260.97
Larsen Builders	88.22
MDU	32.50
Hometown Market	85.64
TOTAL	<u>\$13,416.91</u>

Special Funds:

Finnicum's	68.04
MDU	1038.13
MDU	206.32
EZ Computers	165.00
Ken's Refrigeration	69.47
Betty Schroeder	115.44
Robert Jasper	658.42
Steven Moore	324.48
The City Line	171.41
Culb. Pharmacy	7.98
Culb. Public Library	45.75
Farm Plan	721.40
Finnicum's	103.97
First Community Bank	279.37
Kadmas, Lee & Jackson	52.00
Miller Oil Co.	31.72
MT Dept. of Revenue	46.77
MMIA	203.15
MDU	18.42
NorMont Equip.	121.90
Oelkers Serv.	787.79
PERS	175.40
Roos. Memorial Medical Center	40.00
UI Tax Program	10.35
Western Plains Mach.	186.25
MDU	11.33
TOTAL	<u>\$5,660.26</u>

Enterprise Funds cont.

MMIA	1080.83
MDU	31.01
Nemont Telephone	46.35
Northwest Pipe Fittings	16.70
Oelkers Serv.	402.17
Porter Bros. Corp.	108.33
PERS	1218.14
Richard Olson	42.30
Sheridan Electric	15.00
UI Tax Program	62.62
USA Blue Book	257.69
USA Blue Book	156.63
Utilities Underground	1.38
Williston Landfill	941.37
Williston Tire & Auto	44.00
MDU	27.16
MDU	1070.35
Hometown Market	1.90
TOTAL	<u>\$18,527.10</u>

Meeting adjourned at 10:30 p.m.

Raedelle Aspenlieder
Clerk

[Signature]
Mayor

May 3, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper, Dixie Berwick and Raedelle Aspenlieder. Steve Moore entered the meeting at 7:30 p.m. Absent: Paul S. Finnicum. Guests: Nicole Aspenlieder, Allen Peterson, Jeri Gustafson, Howard Nordmeyer, Lary Pearson, Keenan Engelke and Chris Traeger.

Jack Scotson made a motion to approve the agenda with additions. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

W. Bruce Houle made a motion to approve the April 5, 2004 minutes and March 31, 2004 Treasurer Report. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Jack Scotson and Bernie W. Finnicum. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Chris Traeger thought the Roosevelt County Commissioners would be present to discuss the insurance issue and use of county facilities. Clerk will follow-up with the commissioners on this and let Chris know.

Building Permit. Allen Peterson presented his building permit again. Apparently a reservation, as requested by the council at the April 5, 2004 meeting, could not be done. Allen presented his building permit with a Grant Of Easement. Attorney Hennessy said the intent clause is in order to grant and convey the second parties easement. Jack Scotson made a motion to approve the building permit with the easement. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Jack Scotson and Bernie W. Finnicum. Opposed: W. Bruce Houle. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Montana Hiline Sewer. Howard Nordmeyer and Lary Pearson represented Montana Hiline Sewer. Lary asked why the town was going to vapor root the sewer mains versus jet cleaning the lines. Lary said the vapor root kills the roots for a year. Jetting is a year. The cost for camera is 75¢/foot and jet cleaning is 65¢/foot. Clerk will call the MMIA about what our requirements are for maintenance of sewer mains. The town may need to work up bid specifications.

Broadway Floral Building. Keenan Engelke expressed an interest in tearing down and disposing of the Broadway Floral Building. Mayor Oelkers said last month the council decided to have the town workers tear down and dispose of properly.

Swimming Pool. The swimming pool will be painted as soon as weather permits.

Broadway Floral Property. The town will ask the county commissioners for assistance in disposing of the Broadway Floral building. Bernie W. Finnicum made a motion to have a silent auction to dispose of any contents on the Broadway Floral Property over Frontier Days on Saturday, June 12, 2004 from 9:00 a.m. to 4:00 p.m. Jack Scotson seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, Jack Scotson and W. Bruce Houle. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

MT DOT. Drainage problem on Broadway Ave. No news.

Fire & Emergency System Siren. The Montana Community Foundation Grant has been submitted. Town should receive notification if approved for funding in May. Dan Sietsema, Roos. Co. DES Coord., said the Homeland Security Grant will order and pay for the FCH Radio Controller from Tab Electronic. Town will wait to order pending notification of the Montana Community Foundation Grant.

May 3, 2004 cont.

Culbertson Community Development Corp. Attorney Hennessy has not heard from Bob Worthington with MMIA yet on language issue for Bylaws and insurance coverage. Raedelle will call Bob Worthington.

Karl Christians - FEMA. No date from Karl Christians yet.

Swimming pool evaluations will need to be done next year.

Economic Development. No new information.

Water and Sewer Rate Structures. Work in progress.

Emergency/Disaster Declaration for Snow Removal. Governor Martz approved the Emergency/Disaster Declaration for Snow Removal. The Town submitted expenses, a total of \$1672.91. This is supposed to be 100% reimbursement.

Personnel Policy Manual. W. Bruce Houle made a motion to approve the revised version of the Personnel Policy Manual. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Jack Scotson. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Corps of Discovery II Marker. Work in progress.

Resolution No. 236 dated 12-2-85. Not discussed.

Local Recreation Survey. Dixie updated the council on the Local Recreation Survey for the Land & Water Conservation Fund Program. There were 277 surveys mailed out and 104 returned. A safe walk/bike path received the most interest. Other activities receiving responses were an indoor pool, recreation center, fitness center and other activities were also noted.

Hillside Cemetery. The Maude Schuetze Foundation approved a grant for Hillside Cemetery for trees in the amount of \$75.00. Bob and Raedelle will order a tree or trees for the cemetery.

Pool. Kwyn Forbregd requested use of the town swimming pool to offer a class to certify and re-certify lifeguards. Pool hours needed are 10 - 15 hours. This would have to be done before the scheduled swimming lessons. Clerk will ask Bob Worthington if the town would need to have Kwyn in employee status or can she just use the pool. Council wants to know if Kwyn has any insurance coverage that goes with her certification. Jack Scotson made a motion to pay Kwyn what she takes in for the Lifeguard Instruction class as a contingency, with the town absorbing employer payroll taxes. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: Jack Scotson, Bernie W. Finnicum and W. Bruce Houle. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Cable System. Clerk still needs to send letters to Nemont and Mid-Rivers - a formal request of interest in the Culbertson Cable System.

Building Permits. Building permits were approved and signed for: Howard Nordmeyer, Dennis Larsen, Charlie Savely, Vickie Roller and Miller Oil Co. Attorney Hennessy will work on a revision to the Ordinance for fences and boulevards.

May 3, 2004 cont.

GJV. General journal voucher #251 was approved and signed.

Storm Water Diversion Project - Saddle Club. The storm water diversion project west of Highway No. 16 North is eligible for Pre-Disaster Mitigation Program funds. However, this funding will put our portion of the project back one year due to the funding cycle. This is a 75% to 25% match grant. Mayor Oelkers met with the Saddle Club at their regular April 26th meeting. The Saddle Club gave permission to stockpile dirt needed for the diversion. The Saddle Club wants a 20 ft. wide diversion not 10 ft. wide. The town will want to get in touch with the successful contractor once the MT DOT accepts the bid.

Swimming Pool 2004 Season. Bernie W. Finnicum made a motion to accept lifeguard applications for the 2004 season from: Nicole Aspenlieder, Jamie Raaum, Kelsey Larsen, Amber Snyder, Samantha Engelke, Tiffany Marchwick, Amber Smith, Shasta Dean and Kwyn Forbregd. Jake Wolff and Michael Quigley will also be accepted as lifeguards upon successful completion of the lifeguard course. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Bernie W. Finnicum, W. Bruce Houle and Jack Scotson. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

W. Bruce Houle made a motion to hire Nicole Aspenlieder as assistant manager. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Jack Scotson. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Jack Scotson made a motion to hire Nicole Aspenlieder as head Water Safety Instructor and Amber Snyder and Jamie Raaum as Water Safety Instructors. W. Bruce Houle seconded the motion. Those voting in favor of the motion: Jack Scotson, W. Bruce Houle and Bernie W. Finnicum. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

The past 4 year average for WSI's was \$11.50/hr. No action was taken.

Stop Signs. There are 2 yield signs at the north/south intersection of 3rd Ave. and 3rd St. West. Town council had a request to replace the yield signs with stop signs. W. Bruce Houle made a motion to replace the 2 yield signs with stop signs at 3rd Ave. and 3rd St. West. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Jack Scotson. Absent and not voting: Paul S. Finnicum. MOTION CARRIED.

Arbor Day Grant. The Arbor Day Grant for \$150.00 was approved. Bob and Raedelle will order a tree or trees.

Town received a request from the Senior Class for a donation. Council declined.

MSE Contact. Council reviewed the MSE Technology Applications, Inc. maintenance service contract. No action was taken. Raedelle will look to see if the town filed a claim last year for computer boards at water plant with MMIA.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Dixie Berwick	129.75	Dakota Diesel	486.16
RZ Motors	12545.00	Dan Helley	50.00
A T & T	69.47	Dept. of Public Health	19.00
Bruce Waldhausen	135.00	Dixie Berwick	27.75
EZ Computers	65.00	Interstate Companies	1491.46
Ft. Union Supply & Trading	110.00	Modern Machine Works	207.40

May 3, 2004 cont.

General Fund cont.

Gaffaney's	60.99
J & M Aircraft Supply	114.37
Local Government Center	175.00
Raedelle Aspenlieder	318.75
Roos. Co. Sheriff Dept.	916.66
Carol Christoffersen	17.09
First Community Bank	514.22
Dept. of Revenue	90.00
PERS	334.18
Raedelle Aspenlieder	1836.32
Associated Business Systems	89.95
Hawkins Water Treatment	497.49
Nemont Telephone	304.50
Oelkers Servicenter	14.50
The City Line	287.51
Miller Oil Co.	25.03
MDU	270.59
TOTAL	<u>\$18,921.37</u>

Special Funds:

MDU	1038.13
Culb. Public Library	31.76
Jasper's Backhoe Service	140.00
Kadmas, Lee & Jackson	2769.48
Karen Baxter	32.97
Kois Brothers Equip.	109.92
National Geographic Society	34.00
NorMont Equipment	614.24
O, The Oprah Magazine	24.00
Roosevelt Medical Center	40.00
Homestead-South 40	50.29
Western Plains Machinery	75.74
Betty Schroeder	115.44
Farm Plan	189.55
First Community Bank	107.38
Dept. of Revenue	14.60
Odean Kilsdonk	31.65
PERS	58.79
Robert Jasper	182.42
Steven Moore	115.46
Oelkers Servicenter	144.72
The City Line	67.18
Miller Oil Co.	5.85
MDU	15.66
TOTAL	<u>\$6,009.23</u>

Enterprise Funds cont.

Montana Rural Water	200.00
NorMont Equipment	85.24
Northwest Pipe Fittings	8269.34
Sheridan Electric Co-Op	15.00
USA Blue Book	265.24
Utilities Underground Loc.	4.14
Postmaster	87.63
Cellular One	47.56
Dixie Berwick	1370.86
First Community Bank	1973.86
MT Dept of Env. Quality	70.00
Dept. of Revenue	320.40
Odean Kilsdonk	1550.97
PERS	1240.49
Robert Jasper	2097.77
Steven Moore	1808.76
Hawkins Water Treatment	146.89
Nemont Telephone	46.35
Northwest Pipe Fittings	807.48
Northwest Pipe Fittings	155.70
Oelkers Servicenter	139.11
Williston Landfill	1172.84
The City Line	25.48
Miller Oil Co.	441.28
Miller Oil Co.	103.60
MDU	9.58
TOTAL	<u>\$24,737.34</u>

Meeting adjourned at 9:25 p.m.

Clerk

Raedelle Aspenlieder

Mayor

[Signature]

June 7, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Greg Hennessy, Robert Jasper, Dixie Berwick, Steven Moore and Raedelle Aspenlieder. Gordon Oelkers entered the meeting at 8:10 p.m. Guests: Lary Pearson, Howard Nordmeyer, County Commissioners Jim Shanks and Gary McDonald, Steve Hampton, Alan Aspenlieder, Keenan Engleke, Fred Hofman and Doris Leader.

Council President Bernie W. Finnicum called the meeting to order.

Paul S. Finnicum made a motion to approve the agenda with additions. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the May 3, 2004 minutes and April 30, 2004 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Montana Hiline Sewer. Lary Pearson and council discussed sewer main line cleaning and roots. Clerk and Attorney Hennessy discussed maintenance requirements for sewer mains with Bob Worthington, MMIA. Bob Worthington said more communities are vapor rooting. Once jetted, we need to camera to be sure roots/root curtain is gone. Jetting doesn't always remove roots - root curtain comes back down. Paul S. Finnicum made a motion for the town to go out with Lary Pearson and camera 3 lines. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED. This will be done Monday, June 14th. Council will discuss sewer mains again next month.

Building Permits. A building permit for Fred Hofman for a fence was approved.

Fire Dept. Alan Aspenlieder, Fire Chief, updated the council on the truck the fire department is having built. This truck will have a Snuffer Compressed Air Foam System, item cost \$11610.00.

Audit 6-30-03. Doris Leader, CHMS presented the audit report for fiscal year ending 6-30-03. Doris had a sample policy for town credit card that needs to be in place. Deficiencies in the Operation of the Internal Control Structure findings were: #1. Segregation of Duties - No Response Necessary and #2. Fixed Assets - we recommend that the Town compile and maintain adequate fixed asset records and establish depreciation schedules for all enterprise fund fixed assets. The audit for FY ending 6-30-04 will be done according to GASB34 requirements.

County Commissioners. The Roosevelt County Commissioners discussed the airport insurance issue and what their insurance carrier, Regal Aviation, is requiring. County airports and those who manage and conduct business on airport property are required to have \$1 million Liability Insurance Policy. Steve Hampton is required to have a \$1 million Liability Insurance Policy. Steve said the cost estimate he received for \$1 million worth of coverage is \$6000./yr. Steve does not sell fuel at the airport.

The County Commissioners will check with Regal Aviation to see what Steve's requirements would be if he purchased the land or moved his shop off of county property. The City of Wolf Point manages that airport and they sell fuel with cardtrol. At Poplar, Dallas O'Connor never submits a bill for managing and he carries the \$1 million policy.

Fairgrounds. The County Commissioners said the Fair Board has the requirements for use of the fair ground facilities. Insurance requirements are the \$1 million Liability Insurance and if alcohol is served a \$1 million Liquor Liability Policy. Raedelle said at Clerk's Institute this year the MMIA discussed these same insurance issues for cities and towns.

June 7, 2004 cont.

W. Bruce Houle asked the commissioners if there is a form to fill out which will show that you are required to have the \$1 million liability insurance policy. Attorney Hennessy said the public should be able to afford the policy. Jack Scotson made a motion to have Attorney Hennessy write to the Insurance Commissioner about the Public Policy Insurance issue. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Steve Hampton had the airport budget. Budgets will be done in July.

Building Permit. Keenan Engelke presented a building permit. The permit was approved.

Swimming Pool. The pool was painted and a new wind screen has been ordered. The pool opened 6-7-04.

Broadway Floral Property. Silent Auction for contents of Broadway Floral Building will be Saturday, June 12, 2004 from 9:00 a.m. to 4:00 p.m.

MT DOT. Drainage problem on Broadway Ave. no news.

Fire & Emergency System Siren. The Montana Community Foundation Grant for Fire & Emergency System Siren has been approved. Town should receive a letter this week. Thomas Nyquist from the Thomas and Corinne Nyquist Foundation visited W. Bruce Houle, Gordon Oelkers and Raedelle Aspenlieder last week about possible projects that would be eligible for their foundation funds. The Library/Multi Use Facility project is of interest to Thomas Nyquist. Council also wanted to apply to this foundation for the Fire & Emergency System Siren. Jack Scotson made a motion to apply to the Thomas and Corinne Nyquist Foundation for the Fire & Emergency System Siren project. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Culbertson Community Development Corp. Attorney Hennessy is waiting for a response from MMIA Attorney on question of insurance language and the By-Laws.

State Floodplain Management. Raedelle will call Karl Christians again. The last call to him he said the end of June he would come to Culbertson for a meeting.

Emergency/Disaster Declaration for Snow Removal. The town submitted expenses, a total of \$1672.91. The town was reimbursed by the state \$1496.09.

Corps of Discovery II Marker. The Corps of Discovery II Marker hub is placed. The dedication is put off until fall.

Local Recreation Survey. The Local Recreation Survey for the Land & Water Conservation Fund Program data has been compiled and copies distributed. The U.S. Golf Association has grants available. There was discussion about the possibility of a 3 hole course and a driving range north of the dike. Paul will check on the CRP contract situation. There is 4 or 5 years left on the CRP Contract.

Other items for discussion were a water slide at the pool facility and a water heater.

Grant of Easement. Grant of Easement - Allen Peterson from Ross and Lori Buxbaum. Easement is 30' wide on Lot 8 Block 1, a 25' wide lot. Does this easement prevent the Buxbaum's or future property owners from building in the easement area? You cannot build on top of an easement. How will a future town council know not to approve a building permit over the easement area?

June 7, 2004 cont.

Al's Mini Storage - Val-Am. Town Council discussed a letter from Rob Oelkers, Val-Am. Al's Mini Storage did not submit a permit for the sign he placed on the east side of his property. Paul S. Finnicum made a motion to inform Al by letter of this fact and ask that he please consider moving his sign, as it presents a safety issue of getting in and out of the Val-Am and the school crosswalk is right there. The building permit for signs and specifications will be mailed to Al's Mini Storage. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Town will respond to Rob Oelkers concerning his letter. The Town Council sits as a zoning commission and gave the variance for Al's Mini Storage when his building permit was approved. Rob Oelkers was present during the meeting in which the permit was approved. This area is not in the designated floodplain and is not in violation of a town code.

LGI. When Kwyn Forbregd uses the Culbertson Pool to certify and re-certify lifeguards, she will have to be considered an employee and run through payroll because there is no liability insurance coverage provided through the Red Cross.

Culbertson Cable System. Clerk sent formal request of interest letters in the Culbertson Cable System to Mid-Rivers and Nemont Telephone. Mayor Oelkers did get a call from Mid-Rivers and they would be interested in the Culbertson System if Nemont wasn't, but not the cluster including the other systems. No word from Nemont yet.

Building Permits. Building permits for Mark Ellerkamp, Andy Ellerkamp, Michael Nordmeyer, Allen Larsen and Mary Tran were approved.

GJV. General journal voucher #74 was approved and signed.

Storm Water Diversion - Hwy. 16 North. Council reviewed the latest plans for the storm water diversion project - Hwy 16 North.

Pool. Wednesday nights are family night at the pool. Children must have their parent with them. Paul S. Finnicum made a motion that parents get in free when accompanied by a child. Bernie W. Finnicum seconded the motion. All voted in favor fo the motion. MOTION CARRIED. All kids are welcome on Wednesday nights. If there is staff available, the pool needs to be open Saturday evening of Frontier Days.

W. Bruce Houle made a motion to approve the pool schedules and fees as presented. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Midwest Assistance Program. Clerk read the letter from recent Midwest Assistance Program - O & M Technical Assistance visit. Mr. Tim Miller was impressed with the condition of the plant.

Clerk's Institute. Raedelle shared information from the Clerk's Institute in Billings.

Garbage & Refuse. Clerk was asked to write Joe McCormick a letter about the large tank that is on his property Lots 11 & 12 Blk 11 Original Townsite. Is there anything in the tank and what purpose does the tank serve? This may be a safety/hazardous issue.

The Building Permit and Common Nuisances Ordinances and Town Codes will be placed on old business for next month council meeting.

June 7 2004 cont.

Eastern Plains R C & D. Council discussed the Pro's & Con's to split the Eastern Plains R C & D information. Paul recommends splitting the EPRC&D. W. Bruce Houle made a motion to support a split in the Eastern Plains R C & D based on the information provided. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Raedelle asked if her uncle could park his camper in her back yard for a couple of months. Council said to make sure there is no theft of services. This is not in violation of town codes.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
EZ Wireless	30.00	First Community Bank	40.00
First Community Bank	10.00	MDU	457.65
MDU	32.45	Postmaster	86.71
Postmaster	74.00	Dixie Berwick	1320.77
Carol Christoffersen	17.09	Kile Martin	364.22
Raedelle Aspenlieder	1843.78	Odean Kilsdonk	1535.87
A T & T	99.80	Robert Jasper	1975.45
Black Mountain Software	1090.00	Steven Moore	1992.48
Bruce Waldhausen	135.00	Bruns Electric	118.08
The City Line	141.88	Car Quest Auto	7.74
CNA Surety	50.00	Cellular One	47.56
Culbertson Pool	50.00	The City Line	18.49
EZ Wireless	30.00	DNRC	32800.34
Farm Plan	140.43	Dept. of Public Health	19.00
First Community Bank	515.56	First Community Bank	2055.14
Gaffaney's	154.04	Franz Const. Inc.	1577.50
Hawkins Water Treatment	89.63	Larsen Builders, Inc.	7.40
Larsen Builders, Inc.	82.26	Modern Machine Works	239.69
MMCTFOA	50.00	MT Dept. of Revenue	338.62
MT Dept of Revenue	90.00	MDU	21.09
MT League of Cities & Towns	214.80	Nemont Telephone	46.35
MDU	196.85	Northwest Pipe Fittings	420.99
Nemont Telephone	195.66	Oelkers Servicenter	401.70
Oelkers Servicenter	61.93	PERS	1240.24
Oilind Safety	173.21	Sheridan Electric Co-Op	15.00
PERS	335.39	Sheridan Electric Co-Op	578.68
Roos. Co. Sheriff Dept.	916.66	Underground Utilities	13.80
Selid Plumbing & Heating	20.35	Williston Landfill	1044.75
The Searchlight	129.20	Miller Oil Co.	309.68
Van Diest Supply	2599.73	MDU	471.84
Culbertson Pharmacy	2.95	TOTAL	\$49,566.83
Jeri Gustafson	22.89		
Miller Oil Co.	16.47		
TOTAL	\$9,612.01		

Special Funds:

Carquest Auto	41.40
MDU	1068.98
Betty Schroeder	115.44
Robert Jasper	195.37
Barnes & Noble Booksellers	376.07
Carquest Auto	23.87
The City Line	42.26

Special Funds cont:

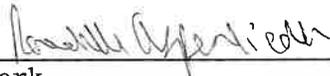
Karen Baxter	35.42
MT Dept of Revenue	7.38
Montana Magazine	23.00
MDU	27.00
Oelkers Servicenter	8.75
PERS	33.72
Roosevelt Mem. Medical	40.00

June 7, 2004 cont.

Special Funds cont.

Culbertson Pharmacy	10.65
Farm Plan	75.59
First Community Bank	64.34
Kadrmass, Lee & Jackson	459.73
Sheridan Ready Mix	107.50
Sidney Red-E-Mix	42.00
MDU	1058.19
TOTAL	<u>\$3,856.66</u>

Meeting adjourned at 10:35 p.m.


Clerk


Mayor

July 6, 2004. The Culbertson Town Council met in regular session with the following present: W. Bruce Houle, Bernie W. Finnicum, Paul S. Finnicum, Jack Scotson, Gordon Oelkers, Greg Hennessy, Robert Jasper, and Raedelle Aspenlieder. Guests: Lary Pearson, Howard Nordmeyer and Rob Oelkers.

W. Bruce Houle made a motion to approve the agenda with additions. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

W. Bruce Houle made a motion to approve the June 7, 2004 minutes. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. The Treasurer Report was not available.

Montana Hiline Sewer. Lary Pearson showed some of the latest video of sewer main problem areas. The east side was done in 2002, the west side 2003, year 2004 was off and in 2005 the east side should be up again. Problem areas should be done yearly.

Paul S. Finnicum made a motion to have Bob identify the problem areas and have Montana Hiline Sewer clean those lines within 3 weeks. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Lary Pearson will give the town the sewer tape with line markings.

Al's Mini Storage. Council reviewed the letter from Al's Mini - Storage dated July 1, 2004. Council said Al's Mini-Storage needs to follow town ordinance for sign height and a permit is required for the sign. W. Bruce Houle made a motion to send Al's Mini Storage a letter that he needs to follow town ordinance or remove the sign in 30 days. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Broadway Floral Property. Bob Jasper talked to Jim Shanks about county assistance for demolition of the Broadway Floral Building. Jim told Bob to pick a date.

MT DOT Drainage. No new news.

Fire & Emergency System Siren. The Montana Community Foundation Grant was approved for \$2000.00. Dan Sietsema said the Homeland Security Grant will order and pay for the FCH Radio Controller from TAB Electronic. The equipment was ordered 7-1-04 and takes 6-8 weeks for delivery.

July 6, 2004 cont.

Culbertson Community Development Corp. Attorney Hennessy talked to Steve Wade, the MMIA Attorney who had written a preliminary opinion and sent it to Bob Worthington. Steve Wade still needs to meet with Bob Worthington. So, we are stuck on the separate free standing entity and no coverage.

Sate Floodplain Management. No date from Karl Christians. Who is his boss?

Economic Development. Lots - Buildings - Banks. No new news.

Water & Sewer Rate Structure. Work in progress.

Corps of Discovery II Marker. The dedication of the Corps of Discovery II Marker will be the end of July in conjunction with the Museum Birthday Bash. The marker is 'xl'xl'. We could brick around it or concrete. Jack Scotson will be in charge of this project and work with Bob and Steve. W. Bruce Houle made a motion to put a limit of \$500.00 for project expenses, possibly colored concrete. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Resolution no. 236. No action was taken when Ordinance No. 236 dated 12-2-85 - a CDBG Construction Fund Loan from Oil Severance - was reviewed.

Local Recreation Survey. Council wants Dixie to come to the August meeting to update.

Culbertson Cable System. Nemont is interested in the Culbertson Cable System again. Nemont is working on this.

Storm Water Diversion Hwy 16 North. The contractors bidding the MT DOT Culverts in HWY 16 North project have been informed by Don Loomer, about the Town Storm Water diversion project north of the saddle club grounds. Riverside Contracting out of Missoula was the successful bidder. Riverside is interested in our project. Don Loomer will have more information for the August Council meeting.

Grant of Easement. Town still needs a copy of the correct easement between Allen Peterson and Ross Buxbaum.

Building Permit Ordinance and Town Code and Common Nuisance Ordinance and Town Code will be addressed at a later meeting.

Building Permits. Building permits for Robert C. Peterson and Mark Nelson were approved and signed.

GJV's. General journal voucher #76 was approved and signed.

Dry Prairie Rural Water. The construction crew for Dry Prairie Rural Water is ready to start digging by the water plant. There is no easement yet. Gordon will call Clint Jacobs on Wednesday about the need for an easement first.

Capitalization of Fixed Assets. Jack Scotson made a motion to approve Resolution No. 332 A Resolution Of The Town Of Culbertson, Montana Establishing A Policy For Capitalization Of Fixed Assets Of The Town. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Credit Card Account. Paul S. Finnicum made a motion to approve Resolution No. 333 A Resolution Authorizing The Town Clerk/Treasurer Of The Town Of Culbertson To Manage And Maintain The Use Of The Town Of Culbertson Credit Card Account. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

July 6, 2004 cont.

Community Improvement Fund. Paul S. Finnicum made a motion to leave the Community Improvement Fund the same as last year, 7% interest rate for a term of 7 years. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will put a note in the paper.

Budget Meetings. Budget meeting dates are July 19 & 26 at 7:00 p.m. The public meeting on the budget is set for August 2, 2004 at 7:30 p.m.

Bicycle Safety. Paul S. Finnicum made a motion to approve of bicycle safety to be conducted on August 13 @ 2:00 p.m. on the street south of Dave Nickoloff on 5th Ave E. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Mayor Oelkers will talk to Arnold Thomsen about his property. Town will send Joe McCormick a 2nd letter to comply with town ordinance. This will be discussed again at the August council meeting.

Cable T.V. Ken Forbregd suggested the town write LB Cable to request/demand a new receiver for channel 25. The town got channel 25 this far, it's the least LB Cable can do. Bernie W. Finnicum made a motion to send LB Cable a letter and request/demand that they upgrade their receiver for channel 25. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Pool. Tri-County Sanitarian Ron Smith conducted a pool inspection the first day the pool was open. No violations were cited.

Vet Clinic. Western Veterinary Clinic will be in Culbertson at the Fire Hall on Thursday, July 22nd @ 2:00 p.m.

Sludge Pump. Jack Scotson made a motion to purchase a new motor for the sludge pump. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

School-Gym Roof. W. Bruce Houle made a motion to close the street east of the High School Gym for the roof repair project. This would be from the Fred Fryhling old house to the highway. The baracades will be set back far enough for Miller Oil gas station & the Heckmun house. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Office will investigate cost of pool slide.
Clerk will get cost from Black Mountain to update from the DOS version of Finance to the windows version.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Fund:</u>	
Finnicum's	58.12	Finnicum's	77.36
Hennessy Law Office	1105.00	Ray Halvorson	200.00
Hometown Market	40.31	Postmaster	86.94
Kwyn Forbregd	195.00	Dixie Berwick	1370.91
Neubauer Tree Farm	225.00	Odean Kilsdonk	1787.58
Postmaster	37.00	Robert Jasper	2629.27
Carol Christoffersen	17.09	Steven Moore	2364.53
Raedelle Aspenlieder	1836.32	First Community Bank	2500.56
Amber Smith	437.21	MT Dept. of Revenue	428.28
Amber Snyder	686.17	PERS	1506.83

July 6, 2004 cont.

General Fund cont.

Bernie W. Finnicum	360.16
First Community Bank	1868.62
Gordon Oelkers	782.97
Jack Scotson	360.16
Jake Wolff	221.78
Jamie Raaum	593.50
Jeri Gustafson	874.40
Kelsey Larsen	389.69
Kwyn Forbregd	20.47
MT Dept. of Revenue	215.00
Nicole Aspenlieder	410.92
Paul S. Finnicum	360.16
PERS	334.18
Samantha Engelke	374.43
Shasta Dean	289.75
Tiffany Marchwick	420.05
W. Bruce Houle	360.16
First Community Bank	113.10
AT & T	64.78
Bruce Waldhausen	135.00
CHMS	3300.00
City Line	2406.23
Dakota Fence	972.00
Ft. Union Supply & Trade	12.95
Gaffaney's	80.80
Hawkins Water Treatment	221.79
Industrial Systems	129.61
MDU	200.45
Roos. Co. Sheriff Dept.	916.66
Steam Brothers	204.00
The Searchlight	30.40
Thompson Pools	207.11
BG Fire	457.05
EZ Wireless	30.00
Farm Plan	84.96
Hometown Market	37.27
Larsen Builders	250.96
Miller Oil Co.	85.59
Oelkers Serv.	42.60
TOTAL	<u>\$22856.93</u>

Enerprise Funds cont.

Montan Hiline Sewer	808.66
Cellular One	47.56
City Line	12.01
Corrpro Water Works	505.00
Dept. of Public Health	19.00
Hawkins Water Treatment	205.59
Industrial Systems	152.67
Me Too Pizza	42.50
MT DEQ	612.00
MDU	1185.79
ND Dept. of Health	25.00
Northwest Pipe Fittings	882.72
Sheridan Electric Co-op	15.00
Sidney Rental	600.00
Utilities Underground	6.90
Franz Const.	1332.00
Miller Oil Co.	505.90
Montana Section AWWA	652.27
Oelkers Serv.	60.19
Williston Landfill	1224.33
TOTAL	<u>\$21347.35</u>

Special Funds:

Finnicum's	164.24
MT DEQ	100.00
Betty Schroeder	115.44
Robert Jasper	81.32
First Community Bank	40.50
MT. Dept. of Revenue	3.72
PERS	14.47
City Line	16.33
Kadrmas, Lee & Jackson	1300.13
Karen Baxter	111.86
Montana Historical Society	29.00
MDU	19.07
Roos. Memorial Medical Center	40.00
Traveler	17.95
Farmers Union Agronomy	137.70
Miller Oil Co.	107.76
MDU	9.58
Oelkers Serv.	121.67
TOTAL	<u>\$2430.74</u>

Meeting adjourned at 9:00 p.m.

Raedelle Aspenlieder
Clerk

Sara Oelb
Mayor

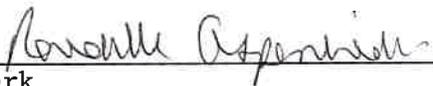
Thursday, July 8, 2004 - Special Meeting 10:00 a.m. The Town Council met in special session with Clint Jacobs of Dry Prairie Rural Water. The following were present: Gordon Oelkers, Bernie W. Finnicum, Jack Scotson, W. Bruce Houle and Raedelle Aspenlieder. Guest: Clint Jacobs. Absent: Paul S. Finnicum.

July 8, 2004 Special Meeting cont.

Clint felt the council request for Right of First Refusal language in the Easement is a potential collision course. Clint said DPRW is willing to sign an easement with encumbered items in the easement. Town Council request could cause a terrific hardship on the project. If it ends up in the court system - this takes time and could jeopardize Bond Counsel.

Mayor Oelkers explained the timeline of the easement, when the original request was made by DPRW.

Meeting adjourned at 10:25 a.m.


Clerk


Mayor

Monday, July 12, 2004 - 8:00 a.m. Special Meeting. The Town Council met in special session for the purpose of the Dry Prairie Rural Water Authority - Waterline Easement. The following were present: Gordon Oelkers, Jack Scotson, W. Bruce Houle, Bernie W. Finnicum and Raedelle Aspenlieder. Absent: Paul S. Finnicum.

W. Bruce Houle made a motion to approve and authorize Mayor Oelkers to sign the Waterline Easement from Dry Prairie Rural Water Authority. Bernie W. Finnicum seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Bernie W. Finnicum and Jack Scotson. Absent and not voting: Paul S. Finnicum.
MOTION CARRIED.


Clerk


Mayor

July 19, 2004 The Town Council met in special session to review the preliminary budget. The following were present: W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper and Raedelle Aspenlieder. Jack Scotson arrived later. Absent: Paul S. Finnicum. Guests: Alan Aspenlieder and Bruce Waldhausen.

Fire Chief Alan Aspenlieder explained the City Fire Budget, especially the Snuffer System - Compressed Air Foam System \$11610.00 Council approved the Fire Dept. budget.

Judge Bruce Waldhausen wanted to discuss wages for the Justice Court Clerk Carol Christoffersen. Currently the Clerk works 16hrs/week @ \$11.15/hr for the County and 2 hrs/mo. for the town. Bruce wanted the town to pay Carol for 8hrs/mo. Council said the town would pay her for actual hours worked for town court, this would be hours turned in on her time sheet.

The following pay raises were approved.

- Council Wages \$10.00 raise/month increased to \$75.00/month.
- Robert Jasper .38¢ raise - increased to \$13.06/hr.
- Steven Moore .36¢ raise - increased to \$12.23/hr.
- Raedelle Aspenlieder .35¢ raise - increased to \$12.00/hr.
- Dixie Berwick .24¢ raise - increased to \$8.16/hr.
- Library Worker \$3.75 raise - increased to \$128.75/month.
- Pool Manager .23¢ raise - increased to \$7.79/hr.
- Asst. Pool Manager .19¢ raise - increased to \$6.64/hr.

RECORDED: 07/13/2004 8:45 BOOK: 603 MISC REAL PAGE: 882

Chester A. Hansen CLERK AND RECORDER BY:

FEE: \$12.00

DELIVER TO: DRY PRAIRIE RURAL WATER AUTHORITY PO BOX 577, CULBERTSON MT 59218
Tract No. CBML 0

DRY PRAIRIE RURAL WATER AUTHORITY
212 Broadway
P.O. Box 577
Culbertson, Montana 59218

Waterline Easement

KNOW ALL MEN BY THESE PRESENTS: That the Town of Culbertson, Montana, grantor, of the County of Roosevelt, State of Montana, in consideration of a right of first refusal of locating any permanent (longer than DOT ice-out to freeze-up each year) office, maintenance shop and/or pipe yard and no dollars (\$0.00) per acre to us in hand paid by the Dry Prairie Rural Water Authority, grantee, the receipt of which is hereby acknowledged, does hereby grant unto said Dry Prairie Rural Water Authority, its successors and assigns, the right, privilege and authority to construct, operate, maintain, and repair a potable waterline with the incidental equipment thereto for potable water supply of the customers of the Dry Prairie Rural Water Authority to be situated in, under, and across that part of Roosevelt County, State of Montana, described as follows, to-wit:

Description: Township 28 North, Range 56 E

Section 33: 3.58 Acre, metes & bounds, tract in SE ¼ SE ¼

The consideration hereinabove recited shall constitute payment in full for any damages to the land of the grantor, its successors and assigns, by reason of the original installation and operation of the waterline easement. The grantee covenants to maintain the easement in good repair so that no unreasonable damage will result from its use to the adjacent land of the grantor, its successors and assigns.

The Grantor further grants the following: The right of ingress and egress from said waterline over and across the above described real property by means of pre-existing routes and lanes thereon if there be such, otherwise by such route or routes as shall occasion the least practical damage and inconvenience to the Grantor(s).

The Grantor reserves the right to use said easement for purposes which will not interfere with Grantee's full enjoyment of the rights hereby granted; provided that Grantor shall not erect or construct any building or structure, plant trees, dig any excavations or diminish or substantially add to the ground cover over said right-of-way, except as specifically authorized in writing by the Grantee.

Grantee agrees to hold harmless and indemnify the Grantor from any and all claims for damages resulting from the maintenance, repair or removal of its water line within the easement granted hereby.

The grant and other provisions of this easement shall constitute covenants running with the land for the benefit of the Grantor, its successors and assigns for the term of existence of Dry Prairie Rural Water Authority, its successors and assigns.

IN WITNESS WHEREOF, the Grantor & Grantee have mutually executed this instrument effective this 12 day of July, 2004.

Town of Culbertson

Gordon Oelkers
Gordon Oelkers, Mayor, Grantor

Attest: Raedelle Aspenlieder
Raedelle Aspenlieder, Town Clerk

Dry Prairie Rural Water Authority

Clint Jacobs
Clint Jacobs, General Manager, Grantee

STATE OF MONTANA)
COUNTY OF Roosevelt) ss.

Subscribed and sworn to by Mayor Gordon Oelkers before me this 12th day of July, 2004.



Shole D Siggaard
Notary Public
State of Montana
County of Roosevelt
Commission expires: Jan. 25, 2007

STATE OF MONTANA)
COUNTY OF Roosevelt) ss.

Subscribed and sworn to by Clint Jacobs, General Manager, Dry Prairie Rural Water before me this 12th day of July, 2004.



Shole D Siggaard
Notary Public
State of Montana
County of Roosevelt
Commission expires: Jan. 25, 2007

July 19, 2004 cont.

Lifeguards with 100 hours or more experince .19¢ raise increased to \$6.52/hr.
Lifeguards with less than 100 hours experince .18¢ raise increased to \$6.20/hr.

Meeting will be continued on July 26, 2004 at 7:00p.m.

Meeting adjourned at 8:30 p.m.


Clerk


Mayor

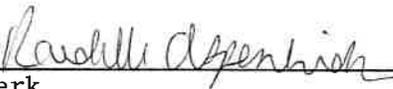
July 26, 2004. The Town Council met in special session to fix the final budget. The following were present: Gordon Oelkers, W. Bruce Houle, Jack Scotson, Paul S. Finnicum, Robert Jasper and Raedelle Aspenlieder. Absent: Bernie W. Finnicum.

Town will budget for a new garbage truck or leasing a new garbage truck. Clerk will check the Intercap Loan Rate. Robert Jasper will check with contractors about paving/patching the street where 2 blocks of water main was replaced.

Capital Improvement Fund projects are: new shop, library building, fire truck, floodplain map update, fire equipment-protective clothing, cemetery trees and water slide for the swimming pool.

Budget hearing for taxpayers will be on Monday, August 2, 2004 at 7:30 p.m.

Meeting adjourned at 8:00 p.m.


Clerk


Mayor

August 2, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy, Robert Jasper, Dixie Berwick, and Raedelle Aspenlieder. Guests: Randy & Lori Fryhling.

Jack Scotson made a motion to approve the agenda with additions. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Paul S. Finnicum made a motion to approve the May 31, 2004 and June 30, 2004 Treasurer Reports. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Out-of-Town Water Rate. Randy & Lori Fryhling had questions on the water rate structure for out-of-town customers. Randy & Lori are looking into changing from the Town service to DPRW when it would be available to them. They compared the rates, and for larger usage, it would cost them less money with DPRW. The council said we would look at our customer list and do some research on the rates. This issue will be on the September agenda.

Broadway Floral Property. Tear down of the Broadway FLoral Building is tentatively scheduled for August.

August 2, 2004 cont.

MT. DOT Drainage on Broadway Ave. No new news.

Fire & Emergency System Siren. The Fire & Emergency System Siren Equipment has been ordered.

Culbertson Community Development Corp. No word from the MMIA.

State Floodplain Management. Karl Christians - call him again.

Economic Development. NO NEW NEWS.

Water and Sewer Rate Structure. Work in progress.

Corps of Discovery II Marker. The dedication for the Corps II Marker was done 7-31-04. The etching in the concrete is to be done yet. There was a nice turn out for the dedication.

CDBG Construction Fund Loan from Oil Severance. No action taken.

Local Recreation Survey. Dixie talked to the Program Manager of the Land & Water Conservation Fund Program. Based on what Dixie told him our survey response was okay. When or if there is a project, there are required assessments that will have to be done. Public meetings are encouraged all through the process.

Culbertson Cable System. No formal response from Nemont or Mid-Rivers.

MT. DOT Culverts in HWY 16 North. The culverts in Hwy 16 north project should be starting the end of August. The quote the Town received from Gratech Company, LTD. to construct a storm water diversion levee along the creek adjacent to the MT DOT culvert replacement project north of Culbertson on Hwy 16 was \$14949.30. The proposal is contingent as to whether the material used in the Hwy 16 project detour will be satisfactory for our levee.

Paul S. Finnicum made a motion to authorize the expenditure of \$14949.30 to Gratech for the storm water diversion project north of the Saddle Club providing the detour material is satisfactory for a levee. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Grant of Easement between Allen Peterson & Ross Buxbaum. No copy yet.

Council will review the Building Permit Ordinance and Town Code and The Common Nuisance Ordinance and Town Code in future meetings.

Arnold Thomsen Property and Joe McCormick Tank. The Arnold Thomsen property has been cleaned up and the middle building door is secured. Bob will talk to Joe McCormick about the tank.

Channel 15. The electricity to the TV Shack that Channel 15 is run from has been shut-off. The power now comes from the LB Cable Shack. Ken Forbregd talked to the President of LB Cable for approval for this. Raedelle will write to LB Cable about the need for a new receiver for Channel 25.

Building Permits. Building permits for Larry Crowder and Richard Hinderer were approved and signed.

Public Comment on 2004-2005 Budget. There was no public comment on the 2004-2005 budget.

August 2, 2004 cont.

GJV's. General Journal Vouchers #77-80.9 were approved and signed.

DPRW. Council noted Dry Prairie Rural Water easement.

Snow Plow Truck. There was no action taken and no offer made on the snow plow truck at Billings Truck Center. This would be for the airport. Would the county assist in the purchase of this? What about the Aeronautics Grant?

Building Permit to Ordinance/Zoning Permit. Paul S. Finnicum made a motion to change the language from Building Permit to Zoning/Ordinance Permit. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Local Government Review. August 19, 2004 is the last day for commission candidates to file declaration of nomination for the Local Government Review. Council discussed individuals who may want to serve on the Review Committee. Mayor Oelkers will discuss it with those individuals.

Personnel Wages and Town Council Compensation. Paul S. Finnicum made a motion to approve Resolution No. 332 a Resolution of the Town Council of The Town of Culbertson, Montana Establishing Personnel Wages effective July 1, 2004 and Resolution No. 334 a Resolution of The Town of Culbertson, Montana approving Compensation For Town Council Positions. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Capital Improvement Fund. Paul S. Finnicum made a motion to approve Resolution No. 333 A Resolution To Earmark The Use Of Capital Improvement Program Fund. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Council discussed the e-mail from Bruce Houle about the need for a community center building with parking area for 100 cars. The building should be large enough to seat 250 people and have a cooking area (kitchen). A good location for such a facility is the County Fairgrounds. The old county road shop could be torn down and the new facility built on that spot. Town will keep this in mind for the future. We need to follow through with the multi-use building at this time.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Amber Snyder	263.44	Nemont Telephone	46.37
Jamie Raaum	263.44	MMIA	1295.51
Nemont Telephone	332.15	UI Tax Program	73.83
Nicole Aspenlieder	526.88	MMIA	3002.87
MMIA	501.85	Postmaster	89.47
MDU	154.46	MMIA	2709.00
UI Tax Program	38.23	Robert Jasper	2469.70
Amber Snyder	473.45	Steven Moore	2140.78
Gordon Oelkers	461.75	Dixie Berwick	1397.00
Jamie Raaum	473.45	Odean Kilsdonk	1595.45
MMIA	3544.91	Car Quest	7.84
Nicole Aspenlieder	946.88	Cellular One	47.56
MMIA	2375.00	The City Line	12.01
Raedelle Aspenlieder	2267.45	Dana Harvey	25.92
Carol Christoffersen	70.41	Dept. of Public Health	19.00
AT&T	78.28	Diesel Electric & Magneto	442.78
Alan Aspenlieder	599.00	Farm Plan	26.06
Amber Smith	574.64	First Community Bank	2272.52

August 2, 2004 cont.

General Fund cont.

Amber Snyder	741.32
Bruce Waldhausen	140.00
The City Line	1135.92
Culbertson Pharmacy	3.29
Farm Plan	14.60
First Community Bank	2416.84
Gaffaney's	216.10
Hawkins Water Treatment	571.20
Jake Wolff	285.15
Jamie Raaum	675.80
Jeri Gustafson	934.67
Kelsey Larsen	360.21
Me Too Pizza	40.25
Miller Oil Co.	5.94
MT Dept of Revenue	267.00
MDU	158.00
MDU	189.42
MDU	10.39
Nicole Aspenlieder	743.76
Oelkers Serv.	16.48
PERS	432.22
Robert Jasper	400.00
Roosevelt County	1034.00
Roosevelt County Sheriff Dept	916.66
S&S Sales	63.30
Samantha Engelke	228.82
Shasta Dean	320.65
Sheridan Electric Co-op	94.00
Sheridan Ready Mix	45.00
The Searchlight	227.40
Tiffany Marchwick	381.54
William Carlisle	599.00
TOTAL	<u>\$27614.60</u>

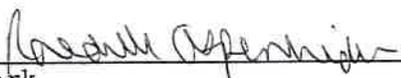
Enterprise Funds cont.

Hach	22.50
Hawkins Water Treatment	1080.98
Miller Oil Co.	227.68
MT Dept. of Revenue	392.32
MDU	599.46
MDU	11.44
MDU	404.35
Northwest Pipe Fittings	67.62
Oelkers Serv.	436.13
Porter Bros.	55.68
PERS	1396.22
Sheridan Electric	15.00
Utilities Underground	8.28
Williston Landfill	1127.10
TOTAL	<u>\$23518.43</u>

Special Funds:

MMIA	45.05
MDU	1058.19
UI Tax Program	2.89
MMIA	1872.53
MMIA	617.00
Robert Jasper	185.90
Betty Schroeder	118.90
Barnes & Noble	196.03
The City Line	9.85
Culb. Pharmacy	11.65
Farm Plan	297.44
First Community Bank	68.40
Kadrmass, Lee & Jackson	200.58
Karen Baxter	42.73
Miller Oil Co.	20.82
MT Dept of Revenue	8.68
MDU	9.58
MDU	60.85
Normont Equip.	363.50
Oelkers Serv.	10.53
Pacific Steel	66.96
Porter Bros.	78.24
PERS	33.08
Roos. Mem. Medical	40.00
Steve's Auto Repair	730.05
TOTAL	<u>\$6149.43</u>

Meeting adjourned at 8:30 p.m.


Clerk


Mayor

September 7, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy and Raedelle Aspenlieder. Guests: County Commissioner Jim Shanks, Karen Baxter and Jo Nelson.

W. Bruce Houle made a motion to approve the agenda with additions. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the July 6, 8, 12, 19, 26 and August 2, 2004 minutes, and July 31, 2004 Treasurer Report. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Library. The group reviewed the latest plans for the Multi-Use Facility. The Roosevelt County Commissioners have not given their approval of the plans so the architect can provide the cost detail for grant writing. Apparently, the County Commissioners cannot agree on the size of the library. Clerk asked Commissioner Jim Shanks if the project in Wolf Point would be 90% drawn down on CDBG funds by April 2005. Jim said they plan to be using that facility in February. Commissioner Shanks said the Multi-Use Facility will cost approximately \$1,000,000 and that the county is on board with \$300,000 match funds. The consensus of the group was that we need to make an appointment so the group can meet with the County Commissioners to review and finalize the plans. We also need a letter from the Roosevelt County Commissioners to move forward with grant writing.

Threshers Assn. Maurice Gonitzke was planning on attending to update the town council on what the Threshers Assn. is planning. He did not attend. However, he did attend the Chamber of Commerce meeting and told them that the Threshers are only planning to build a facility large enough to host their own activities.

Broadway Floral Property. Demolition of the building on the Broadway Floral property is complete. Clerk has a copy of Anderson Conoco tank removal site information from the Department of Environmental Quality.

MT DOT. No news from MT DOT on drainage problem on Broadway Ave.

Fire & Emergency System Siren. Installation date is Thursday, Sept. 9, 2004.

Culbertson Community Development Corp. Still waiting to hear from MMIA on language for By-Laws and insurance coverage for the Development Corp. Greg said the ball is in their court. Attorney Hennessy will follow-up again with the MMIA. Council would like to have this done by December. It would be nice to be able to go through the Culbertson Community Development Corp. to solicit donations toward the Multi-Use Facility, specifically the Library portion of the project.

Karl Christians - State Floodplain Management. Karl does not return by calls. Gordon did visit with Karl during the ribbon cutting for DPRW. We may be able to contact someone else in this district to hold a meeting to accomplish what we are looking for.

Economic Development. No new news.

Water & Sewer Rate Structures. Work in progress.

Corps of Discovery II Marker. Only thing left is possibly coloring the concrete. Jack Scotson is checking on this.

September 7, 2004 cont.

Resolution No. 236. To be discussed later.

Local Recreation Survey. Council received copies of a 2004 Fact Sheet for Land & Water Conservation Funds and 2004 Program Requirements.

Culbertson Cable System. No news from Nemont or Mid-Rivers.

MT DOT Culverts in Hwy 16N. The project on Hwy. 16 North is underway. They are in the process of extending the old culverts and a detour. There does appear to be some clay in the soil, so hopefully they will be able to use that dirt for the storm water diversion project north of the Saddle Club grounds.

Grant of Easement. Clerk will write to Allen Peterson and request a copy of the corrected Grant of Easement between him and Ross Buxbaum.

Building Permit and Common Nuisances. W. Bruce Houle and Jack Scotson will review the Building Permit and Common Nuisances Ordinances and Town Codes and bring revisions back to the council for consideration.

Arnold Thompson Property and Joe McCormick Tank. The Arnold Thompson property was cleaned up. Bob Jasper will talk to Joe McCormick.

LB Cable. Town sent a letter to LB Cable requesting that they install a new receiver for Channel 25. No response from LB Cable yet.

Zoning/Ordinance Permit. A Zoning/Ordinance permit for Alan Aspenlieder was approved and signed.

Local Government Review. Marylyn Weeks and Muriel Park did file Declaration For Nomination for the Local Government Review. Town will need to appoint a 3rd person.

Ordinance No. 199. Paul S. Finnicum made a motion to approve first reading of Ordinance No. 199 An Ordinance Amending The Water Rates Outside Town Limits. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Budget Resolution. Jack Scotson made a motion to approve Resolution Number 335 setting an All-Purpose levy of 152.73 mills, Library 2.53 mills, and Emergency Disaster 2 mills, a total of 157.26 mills for fiscal year ending June 30, 2005. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Audit Response 6-30-03. Town received a letter from the Montana Dept. of Administration notifying the town of their acceptance of our response and proposed corrective actions to the findings and recommendations.

Al's Mini Storage. Council reviewed Al's Mini Storage Zoning/Ordinance Permit for his sign. The Town Code states "the lowest portion of an overhanging device should be at least seven and one-half feet (7½') above the top of the curb, sidewalk or roadway shoulder elevation." The Zoning/Ordinance Permit for the sign was approved.

Sign Request. Council received a request for a yield sign on the north side of Mark Ellerkamp's Barn so those heading south will yield. Town does not have signs in the alleys. Council denied the request.

September 7, 2004 cont.

Garbage Truck. Bernie W. Finnicum made a motion to get specifications for a new garbage truck for the October council meeting. Also, get possible trade-in or sell outright figures for old truck. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Corrpro Agreement. Jack Scotson made a motion to approve the Annual Service Agreement for Cathodic Protection Corrosion Control with Corrpro Waterworks for \$520.00. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Eastern Plains R C & D. Paul S. Finnicum made a motion to vote yes - we are in favor of splitting the Eastern Plains R C & D into two areas. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Wastewater Inspection. Council reviewed the Wastewater Inspection Report from the Montana Dept. of Environmental Quality - inspection date 7-20-04. Council asked Raedelle to call Glendive to see how they keep their lagoons so clean.

Street Patch. Council reviewed bid proposals from Franz Construction and Century Construction Co. to patch 3rd Ave. West for approximately 2 blocks where the town replaced the watermain. Jack Scotson made a motion to accept the proposal from Century Construction Co. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

MMIA Health Ins. Council reviewed information from Legacy Enterprises Insurance Services, Inc. concerning MMIA Employee Benefits Programs - Health Insurance. The town employees need to fill out the Application and/or Waiver of Coverage For Group Benefit Plans so rates for the Town of Culbertson can be provided. Jack Scotson made a motion to gather more information on MMIA Health Insurance. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
First Community Bank	35.23	Nemont Telephone Coop.	43.37
Nemont Telephone Coop.	270.23	Postmaster	88.09
Alex Baldwin	11.45	Dixie Berwick	1397.00
Amber Smith	18.07	Odean Kilsdonk	1594.95
Amber Snyder	126.31	Robert Jasper	2626.18
Jake Wolff	11.45	Steven Moore	2206.96
Jamie Raaum	168.03	First Community Bank	2369.76
Kelsey Larsen	25.77	MT Dept of Revenue	407.00
Nicole Aspenlieder	507.05	PERS	1522.13
Shasta Dean	9.03	Bruns Electric	65.00
Tiffany Marchwick	107.24	CarQuest Auto Parts	7.84
Raedelle Aspenlieder	1875.16	Carol Lyseng	100.00
Amber Smith	413.48	Callular One	47.56
Amber Snyder	186.17	The City Line	12.15
Carol Christoffersen	70.41	Dept. of Public Health	19.00
First Community Bank	1433.54	Finnicum's	162.02
Jake Wolff	202.70	Franz Const.	1178.14
Jamie Raaum	480.24	Harry McCormick	35.20
Jeri Gustafson	564.92	Hawkins Water	635.52
Kelsey Larsen	471.04	Industrial Systems	351.41
MT Dept of Revenue	184.00	Kohler Comm.	28.00

September 7, 2004 cont.General Fund cont.

Nicole Aspenlieder	320.53
PERS	351.05
Samantha Engelke	395.43
Shasta Dean	513.89
Tiffany Marchwick	315.24
A T & T	117.78
Bruce Waldhausen	140.00
Cactus Concrete Products	211.19
The City Line	1749.45
Culbertson Pharmacy	7.85
EZ Computers	60.00
F & F Sprinkler Systems	37.49
Farm Plan	279.97
Finnicum's	290.47
Gaffaney's	78.18
Hometown Market	37.78
Larsen Builders	5.00
Miller Oil Co.	307.81
MDU	394.11
Oelkers Serv.	31.66
Roos. Co. Sheriff Dept.	916.66
Sidney Red-E-Mix	138.00
The Searchlight	249.85
Thompson Pools	8.50
Van Diest Supply Co.	1518.00
Agri Industries	21.30
Nemont Telephone	247.78
The Other Place	5.00
Hennessy Law Office	2115.00
TOTAL	<u>\$18,036.49</u>

Enterprise Funds cont.

Larsen Builders	71.80
Miller Oil Co.	742.98
MDU	1962.78
Oelkers Serv.	141.72
PERS	1675.85
Sheridan Electric	15.00
Tri-County Imp.	121.52
Utilities Underground	9.66
Williston Landfill	1419.11
Agri Industries	28.40
Modern Machine	895.51
Nemont Telephone	43.37
Northwest Pipe Fittings	3538.27
TOTAL	<u>\$25,563.25</u>

Special Funds:

MDU	1058.19
Betty Schroeder	118.90
First Community Bank	19.70
CarQuest Auto Parts	122.47
The City Line	9.85
Consumer Reports	26.00
Country Living	15.97
Farm Plan	75.83
Farmers Union Agronomy	204.05
Finnicum's	306.30
Kadmas, Lee & Jackson	131.43
Karen Baxter	17.96
Larsen Builders	40.86
MDU	790.82
Oelkers Serv.	549.87
Redbook	15.00
Roos. Mem. Med. Center	40.00
Homestead-South 40	115.88
Western Plains Mach.	151.97
TOTAL	<u>\$3,811.05</u>

Meeting adjourned at 9:00 p.m.


Clerk


Mayor

October 4, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Steven Moore, Dixie Berwick and Raedelle Aspenlieder. Absent: Attorney Greg Hennessy. Guests: Rob Oelkers, Fred Hofman, Chad Hilde, Mr. Klocher, Vania Big Horn, Christian Hekkel, Sara Ellerkamp, Till Simons, Ryan Wilson, Joanne Stewart and Clint Jacobs.

Paul S. Finnicum made a motion to approve the agenda. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the September 7, 2004 minutes and August 31, 2004 Treasurer Report. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Environmental Science Class. The Environmental Science Class gave a Power Point Presentation on a Recycling Project. The Environmental Science Class would like to start a recycling project for all paper products, plastic and glass. The class did some research and found that all paper products can be hauled to a center in Williston and plastic and glass can be hauled to Miles City. Areas of concern for such a project are purchasing containers and transportation costs. The class suggested the costs could be covered by donations, raising garbage rates one dollar, the Town possibly could purchase or donate the containers. Jack Scotson suggested they also contact Richland Opportunities in Sidney about recycling paper products.

W. Bruce Houle asked the class to do a little investigating to see what other communities may have started a recycling project. Did they see the benefit of reduced garbage to the landfill? What was the cost benefit ratio? Is it economically feasible? Mayor Oelkers asked the class to check to see if the plastic and glass could be condensed.

The garbage truck could possibly make a trip with the paper recycle products to Williston. The truck would have to be cleaned prior to each trip for paper. The Environmental Science Class each year would be heading up this project.

W. Bruce Houle made a motion to support the recycling project. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Dry Prairie Rural Water. Clint Jacobs discussed items of information concerning maintenance activities on the Culbertson to Medicine Lake Mainline.

Public Safety Levy - County. Roosevelt County Attorney Fred Hofman discussed the 2.25 mills for the Public Safety Levy for Roosevelt County that will be on the ballot in November. The 2.25 mills generates approximately \$105,000 for the Sheriff Department Budget. The Public Safety Levy is very important for the towns on the east end of the county because none of those communities have their own police departments. If the levy does not pass, the Sheriff Department would be cutting the officer staff by 1 or 2 deputies, possible leaving only 4 deputies in Roosevelt County. Fred said Sheriff Grainger would like to have Matt Nickoloff's replacement on the east end of the county, but feel it is necessary to wait until after the election results.

Council discussed the need for the public to be more aware of the Public Safety Levy and it's importance. Fred Hofman said he will be providing the newspaper with information as well as Channel 15.

W. Bruce Houle made a motion that the town council support the 2.25 mills for the Public Safety Levy. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

October 4, 2004 cont.

Broadway Floral Property. On Sept. 14, 2004 15 people met with Roosevelt County Commissioners in Wolf Point to discuss the Multi-Use Facility Proposal for Culbertson. Jim Bauer discussed the building project and answered questions. The size of the Library was discussed as well as whether or not office space should be provided for the County Attorney for 1 day a week. Overall, the meeting went well. Funding details will be worked out and presented when available. The County Commissioners said the county was on board for \$300,000 and they approved the building plan as presented.

MT DOT - Drainage on Broadway Ave. Clerk will write another letter to the MT DOT for an update.

Culbertson Community Development Corp. No news.

Economic Development. No news.

Water and Sewer Rate Structures. Work in progress.

Corps of Discovery II Marker. No new news.

Local Recreation Survey. Dixie said she has a call in to the Land & Water Conservation Fund Program to see what we need to do next.

Culbertson Cable System. Gordon will call the new Nemont Telephone Coop. manager to see if they are interested in the Culbertson Cable TV System.

MT DOT Culverts in Hwy. 16. MT DOT culverts in Hwy. 16 north and storm water diversion project. Gordon said they will start paving on Hwy. 16 north in the next day or two. Riverside Construction will be using 4 - 5 loads at 3,000 gal./load of water per day. They are willing to trade for water.

Alleys. W. Bruce Houle made a motion to write a letter to the County Commissioners and request assistance to blade the town alleys. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. The last time the county supplied the blades and the town paid the blade operators.

Building Permit and Common Nuisances Ordinances. Clerk requested information from the League of Cities and Towns for sample Building Permit and Common Nuisances Ordinances.

Joe McCormick Tank. No new news. This is a hazard.

LB Cable. The town has not received a response from a previous letter written to LB Cable requesting a new receiver for Channel 25. Clerk will write another letter.

Water Rates Outside Town Limits. Paul S. Finnicum made a motion to approve second reading of Ordinance No. 199 An Ordinance Amending The Water Rates Outside Town Limits. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Garbage Truck Specs. Paul S. Finnicum made a motion to put garbage truck specifications out on bid, with bid opening date January 3, 2005. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED. Clerk will type a specifications sheet and call Trenton for a list of suppliers they may have had when they recently purchased a truck.

October 4, 2004 cont.

Local Government Review. Council will have to appoint a third person for Local Government Review after the November election.

MMIA Health Insurance. Employee and Town Council consensus for the MMIA Health Insurance is no. The costs provided were too high.

Fire Siren. When the Fire Department programs the tones and cycles of the new fire siren, the Council would like to supply magnets that note this information.

GJV. General journal voucher #81 was approved and signed.

Garbage Rate. W. Bruce Houle made a motion to approve Triple M request for a reduced garbage rate due to change in nature of service provided. Triple M garbage rate will be \$12.00/month. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Sewer Lagoons. Clerk talked to Glendive Public Works Director about their sewer lagoons. Glendive's lagoons were built in 1959 and have been remodeled twice. They dig out cattails and spray a little along the edge with Aqua Terra and Aqua Kill. Steve will work on the Aquatic Certification. Town will investigate other options for sewer cleaning and jetting. The new sweeper can be used for suction.

Tax Incentive Program. Roosevelt County Commissioners talked with Gordon and Paul after the Multi-Use Building meeting about a Tax Incentive Program. The Tax Incentive Program is outlined in Montana Code Annotated. More detailed information will be coming from the Commissioners. Jack Scotson made a motion to support the idea. Paul S. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Dumpster Bottoms. Bernie W. Finnicum made a motion to sell the bottom parts of dumpsters for \$15.00 each. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Prebuy Propane. Bernie W. Finnicum made a motion to prebuy propane again this year. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Pool Evaluations. Jeri Gustafson turned in pool evaluations for the 2004 season.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
First Community Bank	61.94	Roosevelt Mem. Med. Center	75.00
Postmaster	74.00	Dept. of Env. Quality	140.00
Carol Christoffersen	70.41	First Community Bank	19.00
PERS	353.51	Odean Kilsdonk	133.00
Raedelle Aspenlieder	1884.54	Postmaster	89.01
A T & T	70.47	Dixie Berwick	1397.00
American Red Cross	150.00	Odean Kilsdonk	1659.46
Bruce Waldhausen	140.00	PERS	1407.77
Bruce Waldhausen	100.00	Robert Jasper	2254.61
The City Line	328.26	Steven Moore	1889.05
EZ Computers	30.00	Bruns Electric	162.38
First Community Bank	547.80	Cellular One	47.56

October 4, 2004 cont.

General Fund cont.

Gaffaney's	38.00
Hometown Market	110.32
Miller Oil Co.	7.00
MT Dept. of Revenue	97.00
MDU	1304.80
Oelkers Servicenter	162.18
Raedelle Aspenlieder	81.00
Roos. Co. Sheriff Dept.	916.66
Farm Plan	87.33
Nemont Telephone	188.74
TOTAL	<u>\$6,803.96</u>

Special Funds:

MT DEQ	900.00
Betty Schroeder	118.90
PERS	84.44
Robert Jasper	250.50
Steven Moore	217.78
Cactus Concrete Products	117.53
Carquest Auto Parts	95.45
The City Line	12.79
First Community Bank	149.10
Kadmas, Lee & Jackson	250.02
Miller Oil Co.	42.86
MT Dept. of Revenue	23.30
MDU	35.18
Oelkers Servicenter	122.41
Roos. Mem. Med. Center	40.00
Sidney Red-E-Mix	72.00
Karen Baxter	18.88
TOTAL	<u>\$2,551.14</u>

Enterprise Funds cont.

The City Line	15.73
Dept. of Public Health	19.00
Energy Laboratories	307.65
First Community Bank	2182.92
Hawkins Water Treatment	178.50
Industrial Systems	783.05
Miller Oil Co.	700.75
MT Dept. of Revenue	377.70
MDU	1782.58
Northwest Pipe Fittings	867.00
Oelkers Servicenter	370.82
Sheridan Electric Coop.	15.00
Utilities Underground	5.52
City of Williston	298.95
Williston Landfill	1085.46
Hawkins Water Treatment	284.32
MT Hiline Sewer	1341.64
Nemont Telephone	43.37
Rick & Louise Shroy	22.19
Tim & Julie Olson	34.27
TOTAL	<u>\$19,990.26</u>

Meeting adjourned at 9:15 p.m.


Clerk


Mayor

November 1, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Greg Hennessy and Raedelle Aspenlieder. Robert Jasper arrived after 8:00 p.m. Guests: Marc Kloker.

W. Bruce Houle made a motion to approve the agenda with the addition of the Board of Plumbers information. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the October 4, 2004 minutes and September 30, 2004 Treasurer Report. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

November 1, 2004 cont.

Recycle Project. Mr. Kloker presented the Environmental Science Class Recycling Program Area Study. Paper and cardboard would be put in the same dumpsters. Council would like the ESC to weigh a full dumpster and figure out how many recycle dumpsters it will take to fill the garbage truck according to the tonage the truck is legal to haul.

Broadway Floral. No new news.

MT DOT Drainage Problem. Bill Juve with the Montana Dept. of Transportation requested a meeting with the Mayor and Council on Friday, Nov. 12th at 9:00 a.m. in the town office. Clerk will remind the council and notice the meeting up to other interested parties on the block.

Culbertson Community Development Corp. Council hopes to have the insurance coverage in place by December.

Economic Development. No new news.

Water & Sewer Rate Structures. Work in progress.

Corps of Discovery II Marker. The only thing left to do on the Corps of Discovery II Marker is to color the concrete. No new news.

Local Recreation Survey. No new news.

Culbertson Cable System. Gordon said Nemont is interested in the Culbertson Cable System. Technology is leading to television, telephone and internet all on one system. Nemont is in the very early stages of looking into this.

Water Diversion Project. Town received compaction test results on the storm water diversion project.

Building Permit and Common Nuisances. Clerk received a sample Nuisances Ordinance from the League of Cities & Towns. It is very similar to what the Town of Culbertson has.

Joe McCormick Tank. No new news.

Channel 25. LB Cable did install a re-conditioned receiver for Channel 25. It is as good as can be now.

Garbage Truck Specs. The garbage truck specs will be written up this week so advertising can be done. Bid opening will be Jan. 3, 2005 council meeting.

Local Government Review. No news. After the election, a third person will have to be appointed.

Alleys. Council suggested that only the bad alleys be bladed.

Sewer Lagoons. No news.

Zoning/Ordinance Permit. A Zoning/Ordinance Permit for Curt Halseide was approved and signed.

GJV. General journal voucher #82 was approved and signed.

November 1, 2004 cont.

Soccer Program. Jack Scotson made a motion to buy \$200.00 paint or supplies for the Soccer Program. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

There are no problems with town ordinances concerning the Application for Transfer of Ownership of Montana All-Alcoholic Beverage License.

Plumber Resolution. The Resolution that allows Mr. LeRoy Larsen to perform plumbing within the Town of Culbertson without a license is still in effect. Clerk will notify the Montana Dept. of Labor and Industry Board of Plumbers of this.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Finnicum's	211.87	Finnicum's	22.55
MMIA	1109.40	Larsen Builders	287.87
Unemp. Ins. Tax Program	64.50	MMIA	1511.12
UI Tax Program	58.67	Unemp. Ins. Tax Program	129.02
United States Treasury	101.90	UI Tax Program	76.35
AT & T	76.06	Curtis Thiessen	350.00
Bruce Waldhausen	140.00	First Community Bank	460.05
CNA Surety Co.	100.00	Postmaster	88.09
EZ Computers	30.00	Hometown Market	11.57
Hometown Market	6.89	Jeremy Waldow	18.63
MDU	154.95	Dept. of Public Health	19.00
Red Hot Fire Ext.	78.00	MDU	21.02
Roos. Co. Sheriff Dept.	916.66	Postmaster	150.00
Sheridan Electric	2025.98	Ron Kjos	45.80
The Searchlight	7.60	US Filter	686.70
Carol Christoffersen	70.41	Unit Process Co.	1603.55
Raedelle Aspenlieder	1875.16	Utilities Underground	5.52
The City Line	334.86	WasteCo. Supply	500.00
Farm Plan	547.84	Dixie Berwick	1351.22
First Community Bank	539.04	Odean Kilsdonk	1583.84
Hennessy Law Office	409.40	Robert Jasper	2229.15
Larsen Builders	74.68	Steven Moore	2094.24
Dept. of Revenue	97.00	The City Line	26.09
MDU	42.03	Energy Lab, Inc.	817.65
PERS	351.05	Farm Plan	40.16
TOTAL	\$9,423.95	First Community Bank	2128.96
		Larsen Builders	20.53
		Miller Oil Co.	255.66
Finnicum's	171.99	Dept. of Revenue	353.00
MMIA	55.64	MDU	417.96
MDU	1363.35	MDU	914.20
UI Tax Program	3.11	Oelkers Serv.	175.52
Kadrmass, Lee & Jackson	1362.10	PERS	1404.99
Midwest Living	19.97	Sheridan Elec.	15.00
Newman Traffic Signs	136.88	Williston Landfill	1046.52
Real Simple	19.75	TOTAL	\$20,861.53
Roos. Mem. Medical Center	40.00		
Sheridan Electric	53.00		
Homestead-South 40	46.71		
Taste of Home	12.98		

November 1, 2004 cont.

Special Funds cont.

Betty Schroeder	118.90
Barnes & Noble	222.01
Century Const.	18511.24
The City Line	61.55
First Community Bank	19.70
Larsen Builders	12.87
Miller Oil Co.	6.80
MDU	10.68
MDU	11.14
Oelkers Serv.	830.25
Seventeen	9.99
TOTAL	<u>\$23,204.65</u>

Meeting adjourned at 8:30 p.m.

Raedelle Aspenlieder
Clerk

Gordon Oelkers
Mayor

November 17, 2004 Special Meeting. The Montana Department of Transportation requested a meeting with the Mayor and Town Council concerning the drainage problem on Broadway Avenue between 2nd and 3rd Streets. The Town Council has been requesting that the DOT do something about this for several years. The following were present: Mayor Gordon Oelkers, W. Bruce Houle, Robert Jasper and Raedelle Aspenlieder. Guests: from the Montana Department of Transportation - Ray Mengel, Bill Juve and Kent Shephard; Bruce Waldhausen, Jim Baldwin, Ila Mae Forbregd, Ardis Oelkers, Ron Arthur, and Larry Crowder.

Jim Baldwin said that Highway 16 through Culbertson was built in 1959. At that time, the county people would not replace their sidewalk, so the grade of the highway was raised to allow the street to meet the curb and gutter. Highway 16 between 2nd and 3rd Streets is too flat on the east side, so drainage is always a problem.

When the water gets around the corners of 2nd and 3rd Streets, drainage is good.

A storm sewer is cost prohibitive for this one block area. The Montana Department of Transportation is over programmed to years 2008 and 2009 according to Ray Mengel. The Montana Department of Transportation has obligated \$60,000,000 to U.S. Highway 2 over the next several years.

Ray Mengel assured the group they will address the drainage on this block, whether it be through maintenance or construction.

Town Clerk will check on the Roosevelt County level of Community Transportation Enhancement Program Funds. The town could possibly tap these funds for curbing and sidewalk.

Ray Mengel said they could have a project cost estimate in a week or so, but could not give a date when they would address the problem.

Raedelle Aspenlieder
Clerk

Gordon Oelkers
Mayor

December 6, 2004. The Culbertson Town Council met in regular session with the following present: Jack Scotson, Paul S. Finnicum, W. Bruce Houle, Bernie W. Finnicum, Gordon Oelkers, Robert Jasper, Dixie Berwick, Greg Hennessy and Raedelle Aspenlieder. Steve Moore arrived at 7:30 p.m. Guests: Audrey Stromberg, Fred Hofman and Ken Forbregd.

W. Bruce Houle made a motion to approve the agenda. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Jack Scotson made a motion to approve the November 1, 2004 minutes and October 31, 2004 Treasurer Report. W. Bruce Houle seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Economic Development. Audrey Stromberg, Roosevelt Memorial Medical Center Administrator, reported that she is having Linda Twitchell with Great Northern Development Corp. look for grant dollars to do a feasibility study for an Assisted Living Center. Would the Town of Culbertson be interested in providing a match to do this study? The total cost of a feasibility study is \$30,000 - \$40,000. The hospital does have some preliminary plans for a center that have been drawn up.

Ken Forbregd asked if the Culbertson Community Development Corporation could be utilized for this project. Ken also asked if the Development Corporation has established goals for the next five years or what is in place. Mayor Oelkers said the Corporation is in the early stages yet. Ken would like to see the Culbertson Community Development Corporation lead the effort in getting the project off the ground. Look at this as a community survival issue.

Gordon suggested we have a separate meeting for economic development. Clerk will set-up a meeting in January. Audrey or Raedelle will check with Saint Johns Lutheran Home Ministries to see if a representative could attend this meeting to discuss a feasibility study and the cost and details.

County Attorney. Fred Hofman, County Attorney, discussed the use of a camera system on main street. Would the town council be interested in this? The City of Wolf Point has a camera. Fred has called the GVW office in Billings to see if their live camera could be added to so it would also record. Is there a grant through the state for a camera system?

W. Bruce Houle made a motion to gather information on cost, availability of equipment and possible grants that could be utilized. Jack Scotson seconded the motion. Those voting in favor of the motion: W. Bruce Houle, Jack Scotson and Gordon Oelkers. Those opposed to the motion: Paul S. Finnicum and Bernie W. Finnicum. MOTION CARRIED.

Also discussed was the recent vandalism and theft that took place on Friday. Culbertson supported the Public Safety Levy this past election. The Culbertson Town Council wants the deputy that will replace Mat Nickoloff to reside in Culbertson.

Broadway Floral Property. Raedelle sent the Rural Development pre-application to Linda Twitchell to review, we are waiting for the Architect, Jim Bauer, to complete the Preliminary Engineering Report. According to Rural Development, this is an eligible project for Roosevelt County. The CDBG application deadline is April 15, 2005.

MT DOT. Bill Juve, Ray Mengel and Kent Shephard met with members of the town council and the public about the drainage problem on Broadway Avenue. Council instructed clerk to write to the MT DOT and thank them for having the meeting, please keep the Town of Culbertson up on the funding as it becomes available and in the meantime, could they fill in the cuts made on the shoulders. This is a safety issue. Please keep this project on their list. Clerk will also ask them to respond to the letter.

December 6, 2004 cont.

Culbertson Community Development Corporation. Attorney Hennessy reported that he did get a response from the MMIA - Bob Worthington and Attorney Steve Wade. The issue of insurance coverage for the Culbertson Community Development Corporation has been ratified and the language parameters for the By-Laws were given. The Development Corporation will have advisory members that are not employees of the town. Attorney Hennessy will write a draft copy of the By-Laws for review by all.

W. Bruce Houle made a motion to make it known to the public that the Culbertson Community Development Corporation is set-up to receive tax deductible donations through a 501(c)3 status. Work is in progress on the following projects: Library, Walk/Bike Path and an Assisted Living Center. This motion is contingent on all the paperwork being done so we are legally set-up to receive such funds. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED.

Water and Sewer Rate Structure. No news. Work in progress.

Corps of Discovery Marker. No news.

Local Recreation Survey. Dixie reported that she talked to someone with the Land & Water Conservation Program. The town now needs to pick a project, pick a location and do an environmental review. Public scoping is strongly encouraged in this process. A public meeting is in order. If a trail is 3 - 4 miles long, it can be done in segments.

Bruce asked if anything can be tied to the Lewis & Clerk Trail. Paul said the school is looking at a comprehensive plan for the C - C Complex. Paul S. Finnicum made a motion to set-up a public meeting in January in conjunction with the Economic Development meeting to discuss a walk/bike path and a location. Bernie W. Finnicum seconded the motion. All voted in favor of the motion. MOTION CARRIED. Town will publicize this meeting.

Storm Water Diversion. Bob and Gordon looked at the storm water diversion project. Also, Don Loomer stopped in today and said the town may want to seed the project yet this fall. Gratech still needs to finish off and put topsoil on. The town needs to talk to the Saddle Club about the fence and town needs to gravel the top when complete.

Building Permit Ordinance. Jack Scotson and W. Bruce Houle will work on the Building Permit Ordinance as time permits.

Garbage Truck. The garbage truck specs are out to several companies and in the Searchlight, Billings Gazette and Great Falls Tribune. Bob has had several responses.

Local Government Review. Town still needs to appoint a third person for the Local Government Review. Gordon has a list of 4 individuals to contact. The individual must be a registered voter.

Sewer Lagoons. Steve needs to study the Aquatic Materials to get the proper certification to spray the lagoons.

Zoning/Ordinance Permit. A Zoning/Ordinance Permit for Curt Halseide was approved and signed.

DPRW. Dry Prairie Rural Water Authority is using 28,000 - 30,000 gallons of water per day.

December 6, 2004 cont.

Recycling Project. Bob will be hauling a load of recycle paper and cardboard to Williston this week. He will document the number of dumpsters and the weight.

Eastern Plains R C & D. Dixie reported on the Eastern Plains R C & D meeting in Wolf Point. Brownsfield clean-up was discussed as well as the Ag Expo in Scobey. Gordon said Mike Carlson told him he would get him some information and names of who might deal with surveying town alleys and streets for water flow/drainage. Mike has never gotten back to Gordon. Dixie will ask Mike Carlson for this information. Dixie will talk to people in Sidney that were involved in their tennis court project and the environmental study. Eastern Plains R C & D also helped with the Sidney tennis court project.

Lewis & Clark Meeting. Dixie reported on the Lewis & Clark meeting in Glasgow. There will be a group of about 30 people traveling the Lewis & Clark Trail. They will be in the Culbertson area the end of April 2005. The town and the Chamber could work together to host this group. Bernie W. Finnicum made a motion to invite the group to stop under the bridge so the town can invite the public and school. Town will furnish a meal and showers or what they need. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED. Dixie will e-mail them to let them know Culbertson wants them to stop here for activities, see what their needs are and request a date so we can coordinate with the public and the school.

Garbage Truck. Paul S. Finnicum made a motion to approve of Robert Jasper going to Billings to look at trucks for garbage hauling. Jack Scotson seconded the motion. All voted in favor of the motion. MOTION CARRIED.

The following bills were reviewed by the auditing committee and ordered paid:

<u>General Fund:</u>		<u>Enterprise Funds:</u>	
Carol Christoffersen	70.41	Great Falls Tribune	166.00
Raedelle Aspenlieder	1875.16	Dixie Berwick	1397.00
Bernie W. Finnicum	411.57	Odean Kilsdonk	1685.86
First Community Bank	982.78	Postmaster	87.17
Gordon Oelkers	1004.85	Robert Jasper	1987.62
Jack Scotson	411.57	Steven Moore	1923.86
MT Dept of Revenue	120.00	First Community Bank	2060.20
Paul S. Finnicum	415.57	MT Dept of Revenue	340.68
PERS	351.05	PERS	1354.84
W. Bruce Houle	411.57	Cellular One	95.12
A T & T	80.37	Bruns Electric	666.74
Bruce Waldhausen	140.00	The City Line	45.58
The City Line	776.63	Dept. of Public Health	19.00
Dixie Berwick	40.50	Farm Plan	178.91
EZ Computers	50.00	Finnicum's	86.39
Gaffaney's	273.91	Hawkins Water Treatment	329.36
Hometown Market	59.83	Interstate Companies	10.04
Larsen Builders	54.49	Larsen Builders	83.06
Modern Aire Flight Serv.	737.50	Miller Oil Co.	749.49
MDU	285.78	Modern Machine Works	299.25
Nemont Telephone	178.21	MDU	1446.16
Raedelle Aspenlieder	40.50	MSE Technology	325.00
Roosevelt Co. Sheriff Dept.	916.66	Nemont Telephone	43.37

December 6, 2004 cont.

General Fund cont:

The Searchlight	22.80
Nemont Telephone	189.53
Hennessy Law Office	187.50
TOTAL	<u>\$10,088.74</u>

Special Funds:

Material Testing Serv.	467.00
Betty Schroeder	118.90
Robert Jasper	220.84
Steven Moore	80.16
First Community Bank	95.04
MT Dept. of Revenue	12.32
PERS	56.07
Carquest Auto Parts	56.69
The City Line	198.24
Culbertson Pharmacy	4.76
Finnicum's	59.36
Kadrmass, Lee & Jackson	567.73
Karen Baxter	30.69
MDU	2158.99
Roosevelt Memorial Medical	40.00
Sidney Red-E-Mix	190.00
MDU	14.61
TOTAL	<u>\$4,371.40</u>

Enterprise Funds cont:

Oelkers Servicenter	649.24
Sheridan Electric	15.00
Sherwin-Williams	58.52
Utilities Underground	4.14
Williston Landfill	1042.09
DNRC	32800.34
Nemont Telephone	43.37
TOTAL	<u>\$49,993.40</u>

Meeting adjourned at 9:10 p.m.

Bevella Aspinich
Clerk

S. J. O'Neil
Mayor