

CITY OF BOULDER
P.O. BOX 68
BOULDER, MONTANA 59632
CITY COUNCIL MEETING MINUTES
MONDAY, March 18, 2024

CALL TO ORDER:

Mayor Giulio called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

ROLL CALL:

Elected officials present: Russell Giulio, Drew Dawson, Patricia Lewis (by Zoom), Tim Graff, and Mike Taylor

Others participating: Rosemary Perna (*Accounting Assistant*), Jack Trethewey (*Ambulance Director*), Dennis Wortman (*Public Works Director*)

APPROVAL OF MINUTES OF PREVIOUS MEETING:

The minutes from the 2/20/2024 Council Meeting – Dawson moved, Graff seconded, carried with 4 aye votes.

APPROVAL OF AGENDA: Dawson made a motion to approve the agenda except for removing New Business #1, Taylor seconded, carried with 4 aye votes.

REQUESTS OF ELECTED CITY OFFICIALS FOR ABSENCES EXCEEDING 10 DAYS OR PARTICIPATION BY TELECOMMUNICATION: Patricia Lewis will continue to be in Arizona and participate in Council meetings via Zoom

COMMUNICATION FOR PUBLIC RECORD (Ex parte): None.

CONSTITUENT ISSUES-REPORTS FROM THE MAYOR AND COUNCIL MEMBERS: None.

CONSENT AGENDA TO INCLUDE:

- Mayor Report – Received.
- Ambulance Report - Received.
- Fire Report – Received.
- Public Works Report – Wortman was in attendance
- City Court Report – Received.
- City Attorney Report – Received.
- Finance/Investment Report – None.
- Reports from Clerk
 - Cash/Bank Reconciliation, February 2024
 - Statement of Revenue Budget vs Actual, February 2024
 - Statement of Expenditure Budget vs Actual, February 2024
 - Utility Billing Adjustments for February 2024
 - Ambulance Write-offs & collections for February 2024

Dawson made a motion to approve the Consent Agenda. Taylor seconded the motion and the motion carried with 4 aye votes.

CORRESPONDENCE: Mayor Giulio wished to thank Jack Trethewey for his service to the Boulder Ambulance Department since this was his last meeting. Trethewey thanked the Mayor for the opportunity.

COMMITTEE REPORTS:

- **Planning Board:** LaDana Hintz reported the Planning Board met 3/4/2024 at 6:30. The meeting was well attended and at the next Planning Board meeting on 4/1/2024 there will be a site visit to the proposed nature park near the former lagoons. The public in attendance at the meeting were hopeful that the City could open the park up to the public since they were already using it anyway currently. Hintz reported that there was a discussion about the proposal from Great West Engineering that she would elaborate on during the New Business #2 portion of the meeting.
- **Chamber of Commerce:** Perna reported that there would be a Chamber of Commerce meeting on March 19 at 12:00 PM at City Hall.
- **Cemetery Advisory Committee:** No new updates
- **Finance/Investment Committee:** Taylor reported that the Finance Committee was waiting to meet until there was clearer direction from the City Attorney about what the Committee was legally authorized to do with City funds.

OLD BUSINESS:

1. There was an update on the Boulder Trails project by Stahley Engineering for the required surveys that would be needed to get the easements necessary to move forward with the project. The estimate of \$5,000 was presented to the Council for the surveys. The Council decided to move forward with the surveys at that estimated price. No vote was required.

NEW BUSINESS:

2. Hitz presented the Planning Board's recommendation to hire Great West Engineering to update the zoning for the City of Boulder. Hintz stated that there was only one proposal submitted. Graff thought that although there was only one proposal, he was impressed by the thoroughness of the information that was provided by Great West. Hintz brought up two issues with the proposal that were necessary to address before a contract is signed. First, the timeline provided by Great West extends past the deadline for the requirements of the CBGD grant that the City was awarded. Second, the proposal included a complete overhaul of the City of Boulder Subdivision Regulations. Hinz said that they are only required to be updated at this time. Hintz committed to work with City staff to make sure that Great West Engineering would make these changes to their proposal. Drew made a motion to approve the Planning Board's recommendation of the Great West Engineering proposal with the discussed changes. Taylor seconded the motion and it carried with 4 aye votes.
3. Discussion and Possible Determination on hiring ArcaSearch to digitize the City of Boulder records. The Council discussed the possibility of hiring a firm to preserve the records of the City Council meeting minutes as well as the Ordinances and Resolutions since 1911. Perna stated that there was a flood in the record room, and it almost destroyed all of our permanent records, therefore the City has a need to preserve them in a more secure way. Since the contract with ArcaSearch was a substantial amount of money, the Council decided to hold a special meeting after contacting more than just one potential firm to do the digitization. The meeting will be scheduled for Monday, April 1, 2024, at 9 AM.

4. Discussion and possible determination on signing the Madison Valley Bank ACH Originator contract. The contract was presented to the Council and Mayor Giulio had a concern that Madison Valley Bank would be charging a \$15 fee for ACH transactions. Perna stated that the bank representative assured that municipalities would not be charged the \$15. According to Perna the City of Boulder runs three ACH batches a month and even if we had to pay the \$15 it is necessary to have ACH capabilities to pay employees by direct deposit as well as vendors and have autopay for our utility billing customers. Drew made a motion to sign the Originator Contract, Taylor seconded and the motion carried with 4 aye votes.
5. Discussion and possible determination Pool Manger Job Description, salary and timeline for advertising and hiring for the 2024 pool season. The Council discussed the salary of the Pool Manager, which is currently \$15 an hour. It was decided that \$18 an hour was more appropriate since there was a requirement of a certification. The Council decided to advertise the position until filled in the Boulder Monitor as well as the Everything Boulder Facebook page, which Lewis is the administrator for.
6. Discussion and possible determination on appointment of Gyle Nix to the Planning Board. Nix's letter of interest was presented to the Council and Graff made a motion to approve the appointment. Lewis seconded the motion and it carried with 4 aye votes.
7. Approval of City record destruction request- Taylor made a motion to approve and Dawson seconded, and the motion carried with 4 aye votes.

UNSCHEDULED MATTERS:

OPEN PUBLIC COMMENT:

Jeremy Mygland introduced himself and announced his candidacy for State Senate District 38. Kathy Rux wanted to commend Conor Reilley who attended the meeting for his article in the previous Boulder Monitor about the ArcaSearch digitization of Jefferson County records. Reilley thanked Rux for her input.

AUTHORIZATION TO PAY BILLS: The bills were presented for payment authorization using checks #17558-17598 in the amount of \$49,661.64, and ACH payments #99732-99738 the amount of \$18,075.01 for a total of \$67,736.65. Taylor made a motion to approve the bills and payments as presented. Graff seconded the motion, and the motion was carried with 4 aye votes.

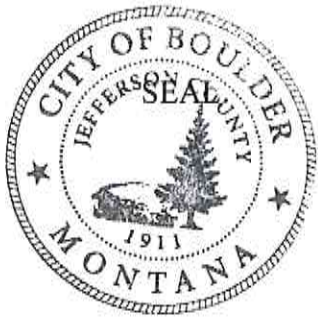
COUNCIL AGENDA SUGGESTIONS TO THE MAYOR FOR THE NEXT MEETING:

None

ADJOURNMENT: With no further business, the meeting was adjourned at 7:47 p.m. The next regularly scheduled meeting will be held on Monday, April 15, 2024, at 6:30 p.m.

DATE: April 15, 2024

Russell Giulio
Mayor



Attest:

[Handwritten signature]

City Clerk

Accounting Assistant