

**CITY OF FORSYTH  
REGULAR MEETING MINUTES OF December 11, 2023  
STATE OF MONTANA**

Mayor Dennis Kopitzke called the meeting to order at 7:00 p.m.; officials in attendance were; Council Members Chris Purkett and Carole Raymond, City Clerk/ Treasurer Sandra Donley, Water/ Wastewater Director/Code Enforcement Officer Taylor Hallman and Public Works Director Richard Thompson in person. Council Member Ethan Bell attended via telephone. Excused from attending were Council Member Doug Roberts, Undersheriff Scott McDermott, Pool Manager Jason Forberg, and Attorney Jeff Weldon.

**PUBLIC COMMENT:** Mayor Kopitzke asked if there was anyone present from the public that wish to comment on items not on the agenda. There will be no discussion of personnel. The Council will take no formal action at this point in the agenda.

Mr. Jim Atchison of South Eastern Montana Development Corporation (SEMDC) was present, he presented a certificate of appreciate for the city renewing the membership with SEMDC. He also handed out a 2023 Community Meeting Recap for the Community of Forsyth and reported that SEMDC would be talking about HB 355 at their December 2023 board meeting. Mr. Atchison stated that SEMDC would be able to help with HB 355 if needed.

**PUBLIC HEARING(S):**

**Intent to Transfer City Property:**

Mayor Kopitzke recessed the regular meeting at 7:06 p.m. to open the public hearing for the Intent to Transfer City Property, and asked for public comments. Hearing no comments, Mayor Kopitzke closed the hearing.

**HB 355-List of Projects to be funded:**

Mayor Kopitzke opened the public hearing for House Bill 355-List of Projects to be funded. City Clerk Donley read the list of projects in the order the city plans to fund them. Mayor Kopitzke asked for public comment, hearing no comments he closed the hearing at 7:09 p.m. and reopened the regular meeting.

**REVIEW – REVISE AGENDA:** Mayor Kopitzke asked to revise the agenda moving section VII to between section IX and section X.

Council Member Raymond made a motion to revise the agenda, the motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

**CONSENT AGENDA:**

Mayor Kopitzke presented the consent agenda for approval:

Council Member Purkett made a motion to approve the consent agenda, which included claim numbers 23304-23356 in the amount of \$98,956.46 and check numbers 22023–22075 in the amount of \$143,215.41 for prior approved claims. The motion to approve the consent agenda was seconded by Council Member Raymond. City Clerk Donley called roll; the motion carried 3-0.

**CITIZENS:**

**Unfinished Business:** NONE

**New Business:** NONE

**OLD BUSINESS:**

**Levee (Dike) Update:** Mayor Kopitzke stated he had emailed the report on slaughterhouse creek and that changes would be have to be made. Jeremiah Theys with Great West Engineering has been working with Mayor Kopitzke and



Public Works Director Thompson and is gathering information to move forward with the application to have FEMA funds help pay for 75% of the project.

Council Member Raymond made a motion to hire Great West Engineering for \$55,000 to get supporting documentation ready for the grant. The motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

Council Member Raymond made another motion to move forward with the grants having Great West Engineering write the grant for \$35,000. The motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

#### **Windfarm-Impact Funds:**

**Rusty Dog Sidewalk Project:** City Clerk Donley stated Terry Kantner owner of Rusty Dog Antiques had asked if the City of Forsyth would be willing to split the extra costs from adding the sidewalks at his business. Discussion was had and Council agreed both sidewalk bills came back higher than the bids and the city should split that cost with the property owners.

Council Member Bell made a motion to split the extra sidewalk cost with Rusty Dog Antiques and with Grant Larsen-building owner of Century 21. The motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

**Water Project Update:** Project may start before summer.

**Front Street Project:** Mayor Kopitzke reported an article had been run in the paper and would like to have a community meeting in February and have the MDT Representative attend to help with questions.

**Riverview Villa Lease:** Mayor Kopitzke presented a draft lease from Attorney Weldon and asked if there were any questions or changes. If approved the lease will be presented to the Riverview Villa Board for approval.

Council Member Purkett made a motion to approve the lease presented, the motion was seconded by Council Member Raymond. City Clerk Donley called roll; the motion carried 3-0.

#### **Code Changes:**

**Fireworks-Ordinance No. 2023-01 (First Reading):** Mayor Kopitzke presented Ordinance No. 2023-01 (First Reading)c changing the fireworks code.

Council Member Raymond made a motion to accept the first reading with the removal of the word "o'clock" in section C. The motion was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 3-0.

**Vegetation Code Review:** Mayor Kopitzke presented an email from CEO Hallman providing comments and suggestions on changes. Mayor Kopitzke asked if anyone was willing to work on putting these changes in ordinance form. City Clerk Donley stated she would be willing to work on this, but would not be able to until January. Council Member Purkett stated he would help if needed.

#### **NEW BUSINESS:**

**Resolution No. 2023-R11- Transfer city property:** Mayor Kopitzke presented Resolution No. 2023-R11; concerning the Transfer city property.

Council Member Raymond made a motion to approve the resolution, the motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

**House Bill 355-Project List:** A project list was presented to the Council for approval. City Clerk Donley asked permission to use the Windfarm Fund to show matching for the projects to the State. Council Member Purkett stated he was fine with using the Windfarm Budget to show the matching funds, but would like departments to use their budget to cover their part of the 25% match if they have the funds.

Council Member Purkett made a motion to approve the list of projects for House Bill 355; the motion was seconded by Council Member Raymond. City Clerk Donley called roll; the motion carried 3-0.

#### **DEPARTMENT HEAD REPORTS:**



City Clerk/Treasurer Sandy Donley, Water/Wastewater Director/Code Enforcement Officer Taylor Hallman and Public Works Director Richard Thompson gave verbal and written reports. Pool Manager Jason Forberg had a written report included in the packet.

A. City Clerk/Treasurer: City Clerk Donley reported open house went well and the employees would be having a potluck Tuesday December 19<sup>th</sup> where she would hand out the gift cards from the City. She also reported she was in the process of working with the State to get more information of the STIP program. She will forward the information when she gets it.

B. Public Works: Public Works Director Thompson asked permission to scrap the sweeper, City Clerk Donley will check on paperwork for that process. Discussion was had on the 1996 Ford F250 plow pickup. It was decided to move forward with putting the pickup out for bid as is with a \$3,000.00 minimum bid.

C. Water/Wastewater: Water/Wastewater Director Hallman reported he was able to go straight to a company and get the parts for the UV system that he previously was having trouble getting. The department has stayed busy doing inventory and cleaning. Council Member Purkett thanked Taylor for getting the issues at the Sheriff's Department taken care of.

D. Pool-Written report included in packet.

E. Rosebud County Sheriff's Office: No report

F. Code Enforcement Officer: CEO Hallman reported he worked with the Sheriff's Office and the area for the dog park has been cleared of all vehicles. Taylor has also sent a few letters and has been working on the changes to the vegetation code.

#### **REPORTS:**

City Judge- a report was included in the packet.

Mayor: Mayor Kopitzke presented his report and asked if there were any questions. The possibility of allowing community members to take/cut wood being discarded at the transfer station was discussed. City Clerk Donley will check with MMIA on what kind of waiver needs to be signed for this to be allowed.

**COUNCIL COMMITTEES/COMMISSIONS:** No meetings to report on, but a Policy and Code Committee will be added in January 2024 when committees are appointed.

**NEXT MEETING DATE:** January 8, 2024 at 7:00 p.m. Mayor Kopitzke stated there may be a possibility he would need to move the January 8, 2024 meeting to January 10, 2024 as he may need to be out of town.

**Public Comment:** Mayor Kopitzke asked for public comment after each topic, if comments are made; those comments are recorded as part of the official minutes.

**Agenda Items for the Next Meeting:** Officer and Committee Appointments, Slaughterhouse Creek update, HB 355, Plow Pickup Bids and Firework Code.

With no other business to discuss, Mayor Kopitzke adjourned the meeting at 8:04 p.m.

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Mayor Dennis Kopitzke

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City Clerk Sandra Donley