

CITY OF FORSYTH
REGULAR MEETING MINUTES OF August 14, 2023
STATE OF MONTANA

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

PUBLIC COMMENT: Jesse Coate spoke regarding a letter he received about shrubs in his alley. Jesse stated the City of Forsyth should be responsible for trimming the shrubs. Mayor Kopitzke stated the city would like homeowners to take responsibility for the alley shrubs, but that the city would take care of them if homeowners did not. Council Members had discussion on what codes would pertain to this issue and if they needed to revisit the code and make changes.

PUBLIC HEARING(S): None

REVIEW – REVISE AGENDA: None

CONSENT AGENDA:

Mayor Kopitzke presented the consent agenda for approval:

Council Member Raymond made a motion to approve the consent agenda, which included claim numbers 23110- 23156 in the amount of \$90,614.58 and check numbers 21857–21879 in the amount of \$101,677.69 for prior approved claims. The motion to approve the consent agenda was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 4-0.

DEPARTMENT HEAD REPORTS:

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

Acting Water/Wastewater Director Taylor Hallman requested permission to hire In-Control to do a Pre-Engineering Survey. Taylor explained the benefit of the survey to the department and to the upcoming plant project. Taylor will be checking if In-Control charges a monthly fee.

Council Member Bell made a motion to hire In-Control with the stipulation there would not be a monthly fee for their services once the survey was done. The motion was seconded by Council Member Purkett. City Clerk Donley called roll; motion carried 4-0.

Undersheriff Scott McDermott and Code Enforcement Officer Taylor Hallman will be working together to get junk and abandoned vehicles moved.

CITIZENS:

Unfinished Business: None

New Business: Mayor Kopitzke stated there were permits for Duck Days weekend along with an additional permit. Council Member Raymond asked that the permits pertaining to Duck Days Festivities be bulked together for approval. Mayor Kopitzke agreed to bulk the Open Container Variance from Tom Queen/Lariat Bar for 8-18-23 from 5p.m.-1:30 a.m., Street Closure Request- Tom Queen/Lariat Bar for 8-18-23 from 5 p.m.-2 a.m., Forsyth Chamber – Duck Days Permits-August 19, 2023 Open Container, Street Closure, Parade, Special Event and Street Dance Permits.

Council Member Raymond made a motion to approve the Duck Days Permits requested, the motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 4-0.

Mayor Kopitzke presented an Open Container Variance from Elaine Egeland for a picnic at Marcy's Park August 22, 2023 from 5 p.m. to 10 p.m.

Council Member Purkett made a motion to approve the permit requested, the motion was seconded by Council Member Raymond. City Clerk Donley called roll; the motion carried 4-0.

OLD BUSINESS:

Levee (Dike) Update: Nothing new to report

Windfarm-Impact Funds: Nothing new to report

Water Project Update: Acting Water/Wastewater Director Hallman and City Clerk Donley will be working together to get the water project budget put into the city's budget and those numbers were not received with the water's original budget received in June 2023.

Fiscal Year 22-23 Budget: There will be a public hearing for fund transfers to cover overspent funds.

Riverview Villa Lease: Council Member Purkett presented concerns with the lease. There will be an early meeting on August 28, 2023 at 5:35 p.m. to go over the lease after the budget.

NEW BUSINESS:

City Clerk/Treasurer permission for transfers in Budget 22-23: This request is for transfers to set aside funds within a fund which are to be done yearly per City Council direction.

Appointment of Water/Wastewater Director: Mayor Kopitzke stated an interview had been held for the position of Water/Wastewater Director. The interview committee recommended that Taylor Hallman be hired for the position.

Council Member Raymond made a motion to hire Taylor Hallman as the Water/Wastewater Director, the motion was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 4-0. The mayor recommended posting the Water/Wastewater Operator in Training. City Clerk Donley stated she had everything ready to post the position and would get it in the paper this week.

REPORTS:

City Judge Egeland had a report.

City Council: Council Member Bell asked who would be able to look into MT FWP Grants for playground equipment in Gray's Park.

Mayor: Mayor Kopitzke presented his report and asked if there were any questions.

City Attorney: Mayor Kopitzke stated Attorney Weldon has been working on the Riverview Villa Lease.

COUNCIL COMMITTEES/COMMISSIONS: None

NEXT MEETING DATE: August 28, 2023 at 5:35 p.m.

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: Budget and Riverview Villa Lease at early meeting. FY 23-24 Budget, Mill Levy, Permissive Levy, Assessments for Council Meeting.

With no other business to discuss, Mayor Kopitzke adjourned the meeting at 7:55 p.m.

Mayor Dennis Kopitzke

City Clerk Sandra Donley