

June 9, 2025, Public Meeting and Regular Council Meeting (210 Crofoot)

PUBLIC HEARING – Preliminary Budget

Council members in attendance were Jan Bowey, Tamara Todd, Curtis Green, and Diane Kaatz. Also in attendance was Mayor Bob Stump and Clerk/Treasurer Kristi Millhouse.

Guests: Brennan Hammer and Jay Doyle (Headwaters RC&D), Dave and Stephanie Haag, Richard and Patricia Wang, Doris Fischer, Mike Zielinski (Fire Department), Dawn Marie Buttrey, Wyatt Macy (Public Works), Brandon Macy, Brandy Tudor

Mayor Stump called the public hearing to order at 6:05 pm with the Pledge of Allegiance.

Preliminary Budget: Kristi provided the council with the revenue and expenditure preliminary budget for fiscal year July 1, 2025, to June 30, 2026. She discussed the few changes that occurred. This includes the Sheriff's Office, with numbers not yet finalized and increasing, and a 2.9% cost of living increase for employees. The council and public exchanged questions and answers.

The public hearing adjourned at 6:28 pm. The regular council meeting opened immediately following the public hearing.

REGULAR COUNCIL MEETING

Jan made a motion to approve the consent agenda for the claims and May 12, 2025, and May 22, 2025, minutes as presented. Curtis seconded the motion. No questions. Mayor Stump took a vote. Jan-yes, Curtis – yes, Diane-yes and Tammy – yes to claims and May 12, 2025, minutes. Tammy abstained from voting on May 22, 2025, minutes as she was not present at this meeting. Motion passed.

Diane requested that we add the agenda posting locations of the agenda into the minutes. She also inquired about where the agendas are currently being posted in town. Kristi said the agendas are posted at Town Hall, the library, the bank, the post office, the gas station, Walter's IGA, and the Town website. Discussion followed.

Unfinished Business

Fireworks: Brandon Macy discussed the possibility of doing a fireworks display at the baseball field. He talked to Wyatt about being available to assist and will talk to the fire department about fire control. He asked for \$1,000 budget. He is talking about regular fireworks that are legal. Brandon would be in charge of the fireworks and the safety part of it. He also wants to ask the different sport teams around Town or other vendors that might be interested in doing a fundraiser by providing food. Kristi commented that the Town cannot donate to the fireworks for safety purposes. The Town's insurance will not cover fireworks. Curtis asked Mike Zielinski about the firework safety for summer. Mike commented that the predictions are that August will be a high wildfire season, but it is unsure about July yet. If the weather continues as it is, July will be at risk of high fire as well. Discussion occurred. Brandon would need to get Town permits and insurance in order to do the event based on Town Ordinances.

Headwaters Resources, Conservation & Development (RC&D): They cover seven counties of Southwest Montana and are based out of Butte. Brennan oversees the Food and Ag Development Center. The Food and Ag Development Center aids in food and value-added agricultural product development, marketing, and farm-based energy development. They work to support economic development by ensuring that more of the state's food, agricultural and energy dollars circulate in Montana by keeping more of our agricultural products within the state by processing them locally.

Headwaters RC&D also have programs for first time home buyers, and Brownfield Sites. Brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.

Jay Doyle with Headwaters RC&D oversees the Small Business Development Center. The SBDC professional staff provides confidential business counseling, training and information to small business leaders and entrepreneurs. With assistance from staff, business leaders can develop and enhance the financial, managerial, and technical skills they need to compete with and succeed in today's complex business environment. RC&D can also help with bank packages for loans, and they have their own loan program as well.

Preliminary Budget: Diane made a motion to approve the preliminary budget for revenue and expenditures for FY July 1, 2025, to June 30, 2026. Tammy seconded the motion. No questions. Motion passed with a unanimous vote.

Richard Wang (206 Ruby St): Richard Wang the property owner of 206 Ruby Street asked the council to review his water/sewer bill and reduce the bill by removing the second base rate charge. The second base rate was added to his bill because he has an individual renting a bedroom in his dwelling. He has reviewed the Town ordinances and reviewed the definition of dwelling units in the Montana Code Annotated and Madison County Planning Board as the Town ordinance does not have a definition. Their tenant rents the room but does not have independent heating or separate facilities. Bob asked if he collects rent from the tenant and if the tenant uses the bathroom. How is it different than a basement? The tenant does have a separate bathroom. Richard is not in the business of renting out their house. She is a dispatcher and needed a place to stay. Jan asked what was in the room. She has a bedroom and bathroom off of it, and that is it.

Tammy asked if the Wangs are being charged for two base rates? Yes. Diane asked how it is different from three kids renting the dwelling. Richard said it is not an apartment; she is occupying the room. If the Town continues to access the second base rate, then he will seek other means to resolve the issue.

Jan stated she needed clarification on whether it was roommate or a tenant situation. The tenant does have access to the common area and no independent entrance. Jan suggested that the Town seek legal advice from their attorney before making a decision on this situation. Discussion occurred. Jan made a motion to seek legal counsel regarding this situation. Curtis seconded the motion. Tammy commented that in the past we have discussed multiservice lines which is in ordinance 118. Each multiservice line shall be charged a base rate. Richard commented that there are several homes that have RVs hooked up to their water and sewer. Are they getting charged a separate base rate. Each multi-use line is charged. Jan asked to amend the motion by adding look at definitions in ordinance 118.

Kristi read the motion back to the Council. Jan made a motion to seek legal council regarding the situation being discussed at 206 Ruby St, with an amendment to include the definitions in ordinance 118.

Mayor Stump took a vote. No further discussion. Motion passed with a unanimous vote.

Boards and Committees

Park District Board: No report

Sheridan Community Charitable Foundation: No report

Zoning Commission: Jan stated that the zoning commission are working on the draft document for zoning. If the public wants to influence the zoning commission, please talk to the committee members directly. There is no ordinance, it is a draft working document that will be turned into an ordinance if approved by the Council. Once the zoning committee has the draft completed there will be a public hearing for comments from the public before it goes to the Council for approval. Zoning is meeting weekly at various times because of members scheduling. Everyone is welcome. Members of the zoning committee are Charlie Rossiter who is the Chair, Tom Roberts, Anne Wentz, Ann Good, Jan Bowey, and Mike Walter. Work documents are dated and delivered to Kristi within one or two days after completion.

Tammy asked what a working meeting was vs a public meeting was. A working meeting is a meeting that there is working being done at and is not a decision-making meeting. Public Hearing is having comment opportunities for the public. Once the draft is complete it will go to the Town Council for final approval. An ordinance requires two public hearings before it is passed. Discussion occurred.

Local Government Study Commission: Doris Fischer (Chair for the Local Government Study Commission) provided a report to the Council regarding their status and provided the public with a summary of what the Study Commission is. The commission consists of Doris Fischer, Ralph Sand, Tammy Todd (ex-officio), and Mike Walter. The commission's next step is to hold interviews with the Town employees, council, and mayor. The interviews are lined up for next Monday and Tuesday from 3 to 6 pm. They will be in the room next to the Town office. Doris also provided the council, mayor, and employees with a copy of the interview that they could complete instead.

On June 30th, the Study Commission will have a public hearing to collect any thoughts and ideas from individuals. This is the Town's resident's opportunity to change the government structure. The meeting will be at 6:00 pm at the Senior Center.

Reports

Sheriff: Written Report received. The Sheriff's office was not present. Mayor Stump provided the public and council with the number of calls that were received. Mike Zielinski asked if those calls were just in Town. Mayor Stump was not sure as some of the addresses do not look like they are in Town, so he believes it is the surrounding area.

Library: Doris Fischer reported on behalf of the library. On April 17th, the library had an art night that showed two glass artists. They are planning a book signing for a couple of local authors in the near future. May was mental health month. The library had a great collection of children and teen books on mental health. The majority of those books were donated by the Madison County Public Health.

The library will be having their toilets replaced next week. The library will have their board meeting tomorrow and reviewing donation policies as well as their budget. The board has not approved their budget so there will be changes.

Diane said thank you for the art presentation on glass. Kathy Burke and Lois Keister were the artists. Kathy Burke did a class on the glass and the individuals that attended were able to make a piece of glass.

Attorney: No Report

Fire Department: Mike Zielinski thanked everyone for coming to the open house. The fire department responded to three calls last month. One was in Town and was a lift assist. The other two were rural calls; one involved a motor vehicle but was cancelled enroute. The

second was smoke reported up Mill Creek in the rural area. It was raining which caused steam to be there and someone thought it was smoke.

Public Works: Wyatt thanked Curtis for filling in with Public Works. Public Works have been getting the parks grass and weeds under control. Getting the sprinklers back in working order. A new grader blade has been ordered. On the 25th of June, the Town will be out grading the roads and getting them ready for dust control to come through. The Town needs a water truck or some type of water for the roads. Wyatt also thanked Curtis for running the weed sprayer and filling potholes with gravel.

Curtis expanded on that and also thanked Mayor Stump for helping as he has been out helping mow and weed out this past week. The outer lagoon will be getting sprayed this week by Klint Todd.

There is one full pond. Bradley Livestock has pumped down one of the ponds quite a bit for their first hay crop. They will pump again for the second crop.

Clerk/Treasurer Report: Kristi reported that the Town has approximately thirty accounts that are past due currently and seven of them are over the three months past due and will be getting shut off notices tomorrow. The Town will be sending out tax lien notices on the first of July if accounts are not paid up by June 30th. Individuals will have until the end of July to pay their bills and then the past due accounts will get turned over to the Department of Revenue and be accessed on their tax bill.

Kristi also reported that she did an exit interview last week with the auditor. Jan, Tammy, and Mayor Stump attended that call also. The Town had findings, but most were resolved in FY2025. The major finding was the bank reconciliation because the Town was off by \$52,000 in their accounting records. Kristi notified the council of what the findings were, and that all of them have been resolved. She has taken care of all of them other than segregation of duties. The segregation of duties finding will always be there.

Finally, Kristi has been working on the website getting it up to date. As of today, zoning has been updated, and she has added the Sheridan Community Charitable Foundation to the site. She will continue to work on this as time allows.

Council Reports: Jan Bowey commented she did attend the exit interview for the audit. She counted ten findings in the audit. These include the Town not having enough money to cover their loan securities that we are required to have. The sewer fund is in the red. The other one that stood out was the bank reconciliation being off by \$52,000.

Diane stated she did attend the summit meeting, and it was highly informative. She suggested that the MT League of Cities and Towns and MMIA split into two sessions, one for rural and for one for larger cities. They did go over legislative changes. The presentations were done by MSU Local Government Services, MT League of City and Towns, and MMIA.

Tammy is helping with the local government study. She did have a discussion with a citizen today that they may be interested in the empty position on the zoning commission.

Curtis had no additional comments; he covered everything under public works.

Mayor's Report: There are no updates; all topics were addressed elsewhere.

Council Review: There is a public meeting on June 16th at 6:00 pm regarding the Crossing subdivision and June 19th at 6:00 pm regarding the water and sewer rates. Both meetings will take place at the Senior Citizen Center.

The next regular council meeting will be on July 14, 2025, at 6:00 pm.

Adjournment: Tammy made a motion to adjourn the meeting at 8:15 pm. Diane seconded the motion. Motion passed with a unanimous vote.

**Meeting agenda's were posted at Town Hall, Walter's IGA, Opportunity Bank of Montana, US Post Office, McLeod Mercantile and the Town website.

Attest:

Signature on file

Signature on File

Kristi Millhouse, Town Clerk/Treasurer

Robert Stump, Mayor

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