

BRIDGER TOWN COUNCIL AGENDA
MEETING TIME IS TUESDAY DECEMBER 5, 2023 AT 7:00 PM,
BRIDGER TOWN HALL, 108 S D STREET

Tuesday December 5, 2023

PLEDGE OF ALLEGIANCE:

CALL TO ORDER:

PUBLIC COMMENT:

APPROVAL OF MINUTES FROM PREVIOUS MEETING:

- 11-07-2023 Public Hearing & Regular Meeting

APPROVE CLAIMS:

APPROVE PAYROLL SUMMARY:

COMMITTEE REPORTS:

- Area Parks & Recreation District Report
- Planning Board
- Historic Preservation Commission Board
- Carbon County Conservation District
- Beartooth RC & D

BRIDGER BEAUTIFICATION COMMITTEE: Murals for the Civic Center

RESOLUTION #273: Annex Property into Bridger Town Limits

APPROVE HB 355 LIST OF ELIGIBLE PROJECTS:

DISCUSSION REGARDING A NEW TOWN HALL:

SWEAR – IN COUNCIL AND MAYOR:

TOWN ATTORNEY: Ray Kuntz

TOWN JUDGE: Bert Kraft

LIBRARY DIRECTOR: Krystal Zentner

PUBLIC WORKS DIRECTOR: Randy Novakovich

POLICE REPORT: Mike Buechler

TOWN CLERK: Kirstin Sweet

MAYOR / TOWN COUNCIL:

- This is a time when the Mayor or the Council members can bring a concern before the council that is not otherwise listed on the agenda. No action can be taken at this time. If action is necessary, the item will be put on the next meeting agenda.

Conduct at Public Meetings

The public is invited to speak on any item under discussion by the Council, after recognition by the presiding officer.

The speaker should stand, and for the record, give his/her name and address, and, if applicable, the person, firm or organization he/she represents. Comments should be limited to three (3) minutes unless approval by the presiding officer, and citizens requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.

Prepared statements are welcomed and should be given to the Clerk of the Council. Prepared statements that are also read, however, shall be deemed unduly repetitious. All prepared statements shall become part of the hearing record.

While the City Council is in session, those in attendance must preserve order and decorum. A member shall not delay or interrupt the proceedings or the peace of the Council, nor disturb any member while speaking or refuse to obey the orders of the Council or its presiding officer.

Any person making personal, impertinent or slanderous remarks or who shall become boisterous or disruptive during the Council meeting shall be forthwith barred from further presentation to the Council by the presiding officer, unless permission to continue be granted by the presiding officer or a majority vote of the Council.

The Bridger Town Council reserves the right to amend these rules of procedure as deemed necessary.

**BRIDGER TOWN COUNCIL MINUTES FOR A REGULAR MEETING
HELD ON NOVEMBER 7, 2023**

The November 7, 2023 meeting of the Bridger Town Council was held at 108 South D Street in Bridger. The Pledge of Allegiance was recited, and the meeting was called to order at 7:00 pm by Council President Mark DeRudder. Mayor Shultz was absent. Other council members present were Dustin Taylor, Shala Cullum and Doug Asbury. Others present were Gerry Roth, Ben Sweet, Tiffany Hobson, Kathy Brown, Troy Severson, Jennifer Appell, Ryder Watson, Angela Kallevig, Melva Lightburn, Denise Rivette, Sergeant Codi Peters, Public Works Director Randy Novakovich and Clerk Kirstin Sweet.

The first item on the agenda was public comment. No public comment.

Next on the agenda was the approval of the minutes from the October 3, 2023 public hearing and the October 10, 2023 regular meeting. A motion to approve all the minutes was made by Councilman Taylor, seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye.

The next item of business was the approval of claims. The department heads answered questions regarding the claims. Councilwoman Cullum made a motion to approve the claims including check #34477 to #34502. Also, electronic checks #-98105 to #-98099. The motion was seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye.

Next on the agenda was the Payroll Summary. Councilwoman Cullum motioned to approve the payroll summary including check #34473 to #34475. Also, electronic checks #-85475 to #-85439. Councilman Asbury seconded the motion. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye.

Next on the agenda was the committee reports. Angela Kallevig gave an update on the recent items discussed at the planning board. Councilman Asbury and Councilman DeRudder gave brief update on the ambulance board meeting.

The next item on the agenda was a change of use application from Troy Severson & Kathy Brown. Council President DeRudder reviewed the application. A motion to approve the application was made by Councilman Asbury, seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye.

The next item was a franchise agreement for Tri County Telephone (TCT). Council President DeRudder reviewed the franchise lease agreement. Attorney Kuntz gave a brief summary regarding the franchise agreement. A motion to approve the franchise agreement with TCT was made by Councilman Asbury, seconded by Councilman Taylor. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye.

The next item for discussion was for investment of the Town's money. Clerk Sweet explained that a motion to move \$600,000 to a CD with the bank of Bridger is needed to be able to invest the money. A motion was made by Councilman Taylor to allow Clerk Sweet to open a CD with the Bank of Bridger and transfer \$600,000 to said CD. The motion was seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye.

The next item was a discussion regarding the need for a new town hall building. Clerk Sweet gave an update. There will be a meeting with the grant writer, the engineer, the members of the senior center and town council. We hope that meeting will take place on November 14.

Attorney Kuntz had nothing more to report.

Judge Kraft was not present.

Library Director Zentner was not present.

Public Works Director Novakovich updated the council on projects the public works crew is working on. Some discussion was had regarding the pool roof and the possibility of solar panels on the new roof.

Chief Buechler was not present.

Clerk Sweet had nothing to report.

Mayor and Town Council: Councilwoman Cullum asked about the lease for the rodeo grounds.

There being no further business, Councilman Taylor motioned to adjourn. The motion was seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye. The meeting adjourned at 7:28 pm.

Clifford Shultz, Mayor

ATTEST:

Kirstin Sweet, Town Clerk

**BRIDGER TOWN COUNCIL MINUTES FOR A PUBLIC HEARING
HELD ON NOVEMBER 7, 2023**

The November 7, 2023 public hearing of the Bridger Town Council was held at 108 South D Street in Bridger. The Pledge of Allegiance was recited, and the meeting was brought to order by Council President Mark DeRudder at 6:30 pm. Mayor Shultz was absent. Other council members present were Dustin Taylor, Shala Cullum and Doug Asbury. Others present were Jenn Appell, Ryder Watson, Tiffany Hobson, Gerry Roth, Troy Severson, Kathy Brown, Ben Sweet, Sergeant Codi Peters and Clerk Kirstin Sweet.

Council President asked for public comment regarding the change of use requested for lots located at for Bridger Tracts S21, T06 S, R23 E, Bridger Tracts LT J & PT NP Row E of TR F & G. The application requests a change be made from partially residential A and partially residential B to Residential B for the entire parcel. These lots are owned by Troy Severson & Kathy Brown. There were several comments from the public in favor of the change to Residential B.

There being no further business Councilwoman Cullum motioned to adjourn. The motion was seconded by Councilman Taylor. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye. Meeting adjourned at 6:34 pm.

Clifford Shultz, Mayor

ATTEST:

Kirstin Sweet, Town Clerk

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	31.88		
COMP HOURS (Comp Time Used)	29.00		532.50
HOL HOURS (Holiday Pay)	73.26		1,406.20
J004 HOURS (RETRO REG PAY)	235.50		176.63
REG HOURS (Regular Time)	1,359.50		26,606.58
SICK HOURS (Sick Time)	82.25		1,556.50
VACA HOURS (Vacation Time Used)	58.75		1,168.81
GROSS PAY	31,447.22	0.00	
NET PAY	24,367.31	0.00	
NET PAY (CHECKS)	2,213.82		
NET PAY (DIRECT DEPOSIT)	22,153.49		
DENTAL	0.00	389.00	
FIT	886.64	0.00	
GROUP HEALTH	445.00	8,912.00	
LIFE INSURANCE	0.00	19.60	
MEDICARE	456.02	456.02	
P.E.R.S.	2,421.53	2,780.14	
SIT	921.00	0.00	
SOCIAL SECURITY	1,949.72	1,949.72	
UNEMPL. INSUR.	0.00	110.06	
VISION HEALTH	0.00	81.50	
WORKERS' COMP	0.00	922.37	
ALTANA FED CRED	1,986.28	0.00	
BANK OF BRIDGER	7,871.09	0.00	
FIRST INTERSTAT	245.33	0.00	
STOCKMAN BANK	2,230.23	0.00	
US BANK-MT	2,051.00	0.00	
WELLS FARGO BAN	4,805.02	0.00	
WESTERN SECURIT	2,964.54	0.00	
FIT/SIT BASE	29,025.69	0.00	
MEDICARE BASE	31,447.22	0.00	
PERS BASE	30,652.03	0.00	
SOC SEC BASE	31,447.22	0.00	
UN BASE	31,447.22	0.00	
WC BASE	31,447.22	0.00	
Total		15,620.41	
Total Payroll Expense (Gross Pay + Employer Contributions):		47,067.63	

Check Summary

Payroll Checks Prev. Out.	\$1,106.91
Payroll Checks Issued	\$12,060.92
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$13,167.83
Electronic Checks	\$33,974.28

Carried Forward Deduction Difference Liab Account

Deductions Accrued		From Previous Month	Checks Issued		
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Social Security	3899.44		3899.44		212000
Medicare	912.04		912.04		212001
P.E.R.S.	5201.67		5201.67		212203
Unempl. Insur.	110.06	109.29		219.35	212202
Workers' Comp	922.37	919.56		1841.93	212201
FIT	886.64		886.64		212002
SIT	921.00		921.00		212200
DENTAL	389.00		389.00		212502
LIFE INSURANCE	19.60		19.60		212502
VISION HEALTH	81.50		81.50		212502
GROUP HEALTH	9357.00		9357.00		212502
Total Ded.	22700.32	1028.85	21667.89	2061.28	

*** Carried Forward column only correct if report run for current period.

Checks: 34476 and 34503 to 34504

Electronic Checks: -85438 to -85405

RESOLUTION NO. 273

A RESOLUTION TO ANNEX REAL PROPERTY INTO THE TOWN OF BRIDGER

WHEREAS, according to Title 7, Chapter 2, Part 4601 of the Montana Code Annotated (MCA), upon written petition signed by the owner or owners of real property representing 50% or more of the total area to be annexed, the Town of Bridger is authorized to annex real property into the Town of Bridger.

WHEREAS, the Town of Bridger has adopted Resolution #160, a Services Plan for the extension of services to annexed property pursuant to Section 7-2-4732 of MCA.

WHEREAS, a petition dated November 20, 2023 has been filed with the Town of Bridger for the annexation into the Town limits of the Town of Bridger of the real property described below; and

WHEREAS, the Town Council of the Town of Bridger believes that it would be in the best interest of the Town to annex the property under the terms and conditions of the Services Plan contained in Resolution #160.

NOW THEREFORE BE IT RESOLVED, the Town Council of the Town of Bridger, hereby adopts a resolution of annexation of the following property:

S21, T06 S, R23 E, Plat 269 Less Hwy. Also known as 2646 Highway 310 Bridger, MT 59014

NOW THEREFORE BE IT RESOLVED, by the Town Council of the Town of Bridger that the boundaries of the Town of Bridger are hereby extended to include the above-described property subject to the terms and conditions of the Services Plan contained in Resolution #160.

NOW THEREFORE BE IT RESOLVED, the Town Clerk is hereby directed to file this Resolution with the Carbon County Clerk and Recorder as required by Section 7-4-4607 MCA.

DULY passed and adopted at the Special Meeting of the Bridger Town Council this 5th day of December 2023. This Resolution shall become effective immediately upon passage.

Clifford Shultz, Mayor

ATTEST:

Kirstin Sweet, Town Clerk / Treasurer



TOWN OF BRIDGER

108 South D Street
Bridger, MT 59014
(406) 662-3677

Petition to Annex Property into Town of Bridger limits

Property Owner(s): (Attach an additional page for each property owner if necessary)

Property Owner Name: Robin DeBruyker

Mailing address: 70 Sallet RD. Columbus, MT 59019

Phone Number: 406-780-0464

Property Description:

Legal Description of Property to be Annexed: S21 T06 S, R23 E,
PLAT 269 Less HWY

Physical Address of Property to be annexed: 2646 US Highway
310, Bridger, MT 59014

Surveyor/Architect/Engineer:

Name: Ethan Ostby Phone Number: (406) 702-0690

Company Name: Northern Engineering and Consulting inc

Company Address: 200 N. 34th St. Billings, MT 59101

Name: _____ Phone Number: _____

Company Name: _____

Company Address: _____

Name: _____ Phone Number: _____

Company Name: _____

Company Address: _____

Zoning:

Current Zoning (if any): ~~Commercial P~~ County
Proposed Zoning if annexed: Commercial

Land Use:

Current Use: Coffee shop
Proposed Use: Coffee Shop

Describe Legal and Physical Access to the Property:

Existing Access ~~is~~ directly off
of Highway 310
& approaches off highway

Intent:

I (We) the undersigned understand that the filing fee accompanying this application is not refundable. I (We) further understand that the fee pays for the cost of processing, and the fee does not constitute a payment for approval of the application. I (We) further understand that other fees may be applicable per Town Ordinances.

I(We) also attest that the above information is true and correct to the best of my (our) knowledge.

Property Owner Signature: Rob DeBray Date: 11-20-23

Annexation Application Requirements:

A complete application shall include the requirements listed in Table 1 below.

Table 1: Required Application items	
Completed Application	
Application Fee	X
Complete Site Plan per Table 2	
Petition Signatures	X

Site Plan Requirements: *No changes*

Table 2: Required Site Plan items	
Project Details	<ul style="list-style-type: none"> ➤ Project name ➤ Developer/Landowner Name ➤ Date Prepared ➤ Name of Preparer
Survey Details	<ul style="list-style-type: none"> ➤ North Arrow & Graphic Scale ➤ Legal Description ➤ Property Boundaries ➤ Lot Dimensions
Development Information	<ul style="list-style-type: none"> ➤ Easements ➤ Rights-of-Way
Site Features	<ul style="list-style-type: none"> ➤ Ground contours (where slope exceeds 10%) ➤ Water Resources ➤ Brownfields, Unstable Soils or Other Hazards ➤ Irrigation canals
Wastewater Facilities	<ul style="list-style-type: none"> ➤ Existing wastewater system infrastructure ➤ Proposed wastewater system improvements
Water Facilities	<ul style="list-style-type: none"> ➤ Existing water system infrastructure ➤ Proposed water system improvements
Road Facilities	<ul style="list-style-type: none"> ➤ Existing transportation system infrastructure ➤ Proposed transportation system improvements ➤ Road Names and Ownership ➤ Sidewalks and Trails
Buildings and Structures	<ul style="list-style-type: none"> ➤ Existing Structures ➤ Proposed Structures

I (We) the undersigned Property Owner(s) of interest on the following described property do hereby respectfully petition that the Town Council of the Town of Bridger, Montana, to annex the following described real property situated in Carbon County, Montana. The property is more particularly described as follows:

*2646 US Highway 310, Bridger,
MT 59014*

The petitioners requesting annexation of the proper described herein into the Town of Bridger, Montana, hereby mutually agree to the provisions of municipal services to the property requested to be annexed on accordance with the Services Plan adopted by the Town Council of the Town of Bridger in Resolution #160 on August 20, 2013 and any subsequent amendments, modification or updated thereto adopted by the Town Council.

The petitioners requesting annexation waive the right to protest inclusion in Special Improvement Districts created to finance the construction, installation or maintenance of water line and facilities, fire hydrants, reservoirs, pump station, culverts, drainage systems, roadways, streets, sidewalks, street lighting, traffic control devices, street name signs, and parks.

In witness whereof, we have signed the Petition to Annex to the Town of Bridger, Montana the day and year as indicated.

State of Montana

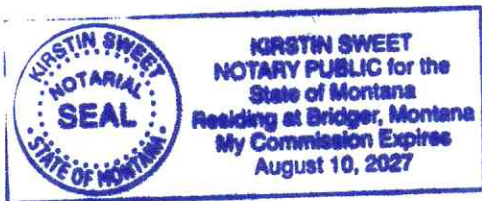
County of Carbon

On this 20 day of November, 2023, before me, the undersigned a Notary

Public for the State of Montana, personally appeared Robin DeBruycker

known to me to be the person(s) who signed the foregoing document and acknowledged to me that they executed the same.

In witness whereof, I have hereunto set my hand and affixed my seal the day and year first written above.



Kirstin Sweet
Notary Public for the State of Montana

(seal)

HB 355 Information

The State-Local Infrastructure Partnership Program, established through HB 355 during the 2023 legislative session, is a state-funded initiative designed to assist cities and towns in financing the maintenance and repair of local government facilities through collaborative efforts. Local governments are required to contribute a cash match to participate in this partnership. Starting from July 1, 2023, for the biennium, a total of \$20 million is allocated from the general fund to the Montana Department of Commerce.

First of all, the language of the bill is very weird, because it originally required that counties prioritize all projects in their counties. Counties were then taken out of the bill entirely, but the language about the process involving counties wasn't removed. I have been working with Commerce to make sure we don't make you jump through hoops that aren't required.

- This is not a competitive grant. The money has been allocated to each city and town based on the gas tax distribution criteria (roads, population, etc) so if you submit for an eligible project, you will get your money. You aren't competing against each other, or against any other entities.
- Priority is given to projects that maintain or repair publicly owned drinking water systems, publicly owned wastewater treatment systems, and municipal fire suppression systems that are independent of a water system but also maintenance or repair of existing streets, roads, bridges, landfills, street lights, airports, and public grounds and buildings. I emphasize maintenance and repair of public buildings because this is not an activity where grant money is usually available.
- Each municipality must make a local cash match equal to no less than 25% of the total project cost. It may not include in-kind contributions of goods or in-kind services, and it may not include any state or federal grants or loans. It must be from local sources, and it must be for the total project cost. If you are contemplating using the funds for a large water or wastewater project, be aware that using these funds for that purpose may create a very large local cash match that you might not be able to meet. Again, that is why I emphasize the eligibility of smaller public building repair projects without large total project costs.
- The only thing you are going to need to do by December 31, 2023 is create the list of potential eligible projects. You do not need to prioritize them or hold a hearing on them before this date. You are just going to have to document to Commerce when you apply that you created the list of the projects you are considering on or before December 31, 2023. Other than that, there are no deadlines for the application process. You will need to get the final project under contract by the end of 2024 and have all the funds spent by the end of 2027.

End of Period Disbursement Detail
Bank Account: Bank of Bridger - 110582
From 11/28/2023 to 11/28/2023
Total Only

Check Number: None

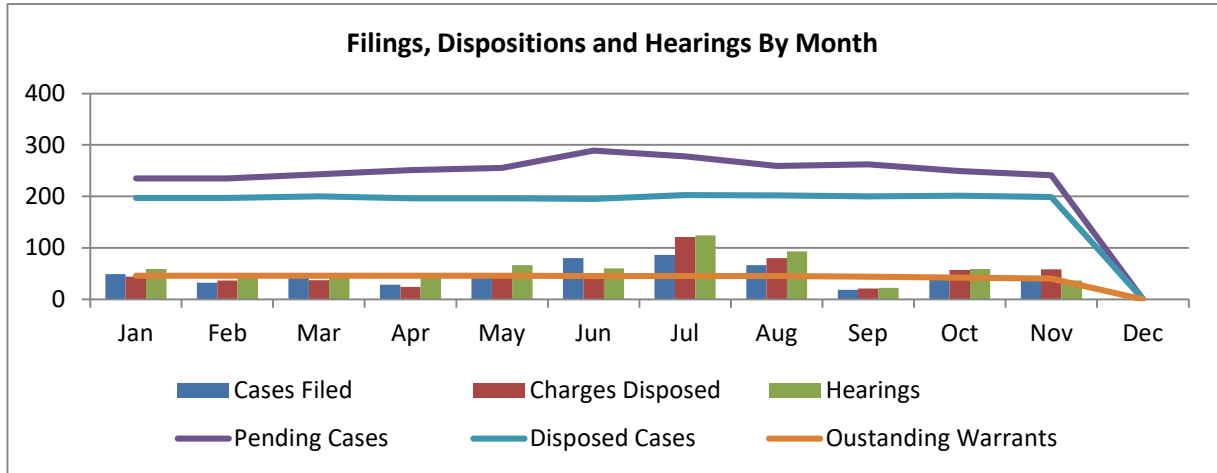
Date	Description	Case Number	Payer	Citation No.	Amount
Account 200-177 - Criminal Conviction Surcharge 7467 MCA 3-1-318					
Account 200-177 Total:					\$60.00
Account 200-210 - Fines / Forfeitures - 1000 & 7451 (50/50 Split)					
Account 200-210 Total:					\$2,611.26
Bank Reconciliation Journal Entry: Move Oct Interest to Fines & Forfeitures					
Account 200-250 - Misdemeanor Surcharge					
Account 200-250 Total:					\$90.00
Account 200-340 - Technology Surcharge - 7458					
Account 200-340 Total:					\$60.00
Check Total:					\$ 2,821.26
Report Total:					\$2,821.26

Bridger City Court

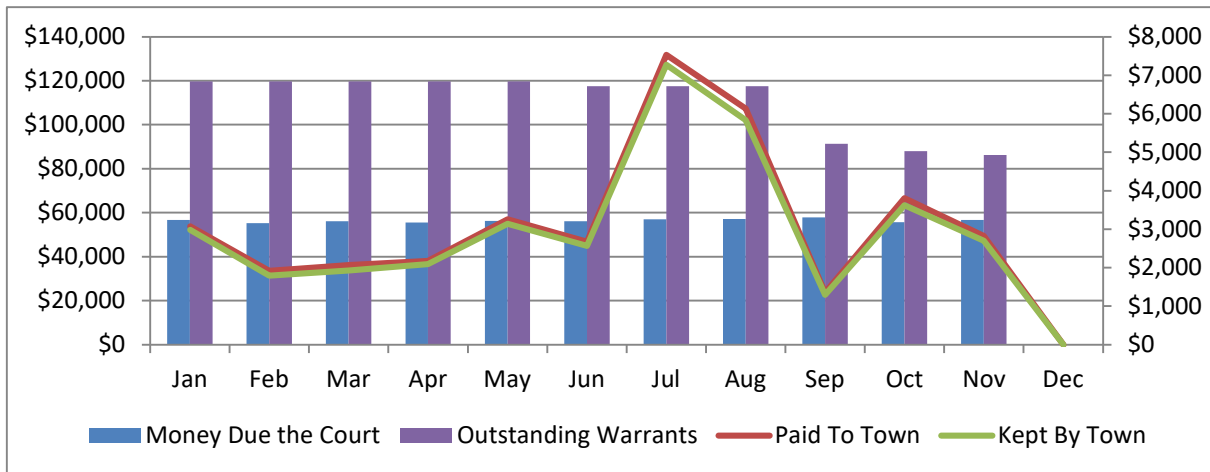
2023 Summary Report

December 4, 2023
 by Bert Kraft, Bridger City Judge

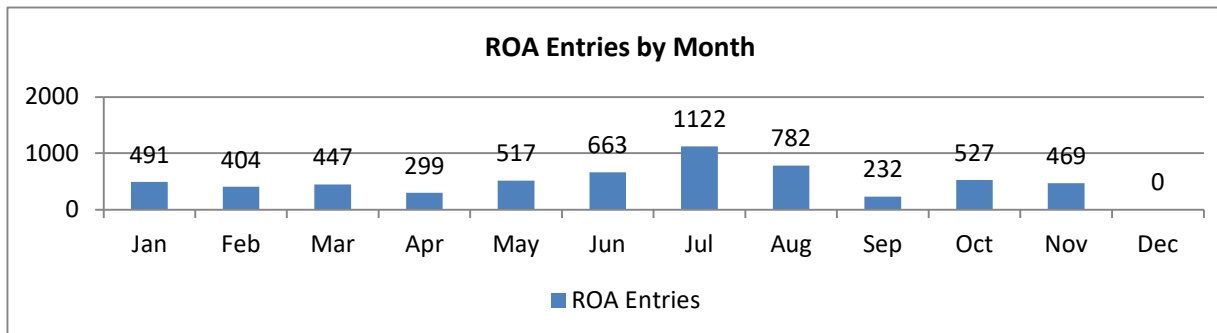
Activity CW2: 1099 H: 653



Financials PAID: \$36,810.65



Docket TOT: 5,953



Bridger City Court

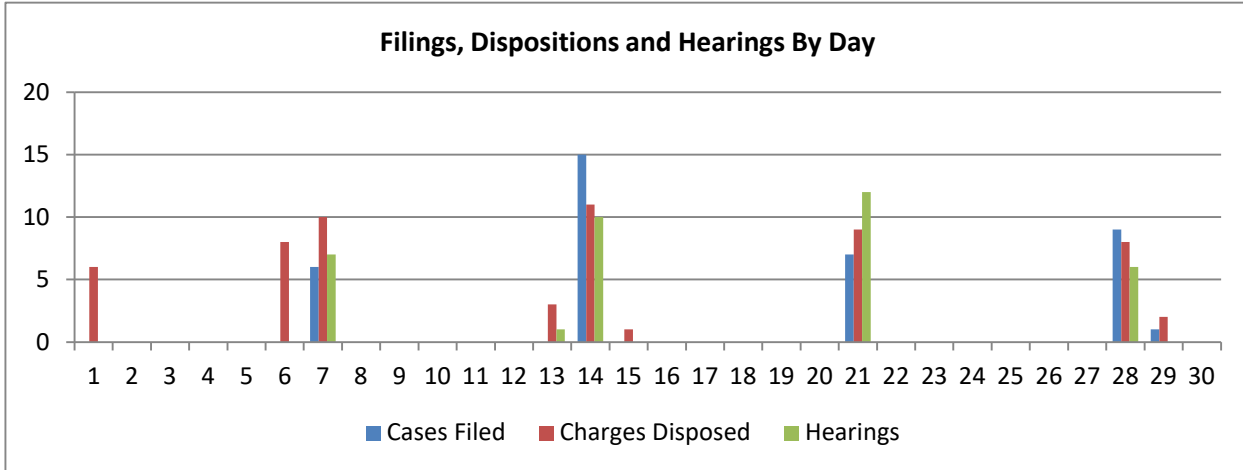
November 2023 Summary Report

December 4, 2023

by Bert Kraft, Bridger City Judge

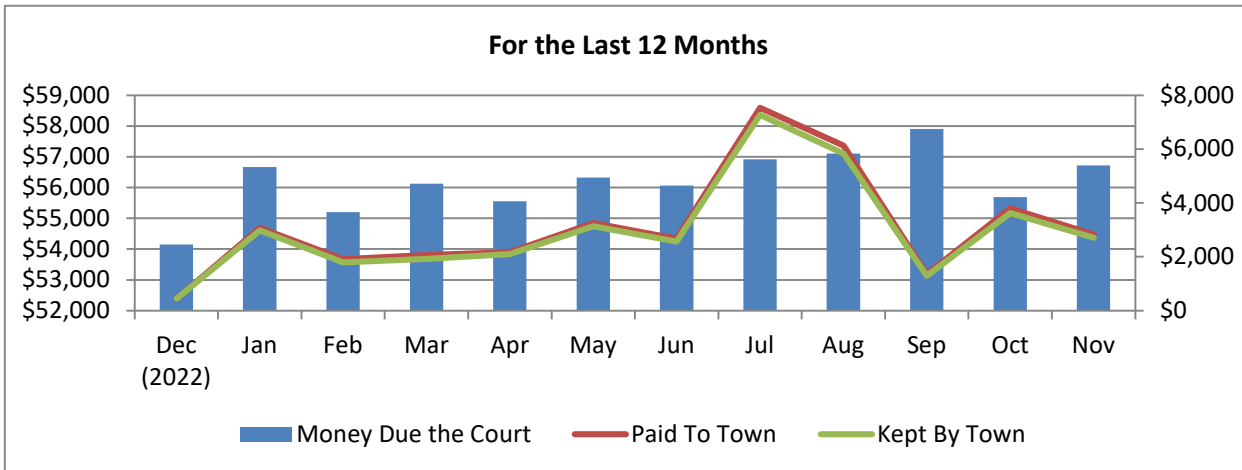
CW2: 96	H: 36	
P: 241	D: 199	W: 40

Activity



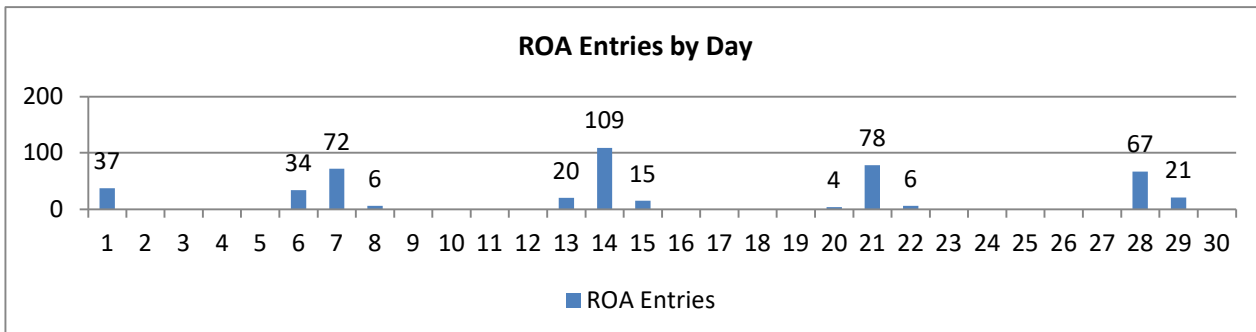
Financials

PAID: \$2,821.26 DUE: \$56,720.69 W: \$86,199.00



Docket

TOT: 469



Journal

Entry	Hours	89
11/1/2023 Compliance Court	7	
11/6/2023 Office	7	
11/7/2023 Open Court	7	
11/8/2023 Compliance Court	7	
11/13/2023 Office	7	
11/14/2023 Open Court	7	
11/15/2023 Compliance Court	7	
11/20/2023 Office	7	
11/21/2023 Open Court	7	
11/22/2023 Compliance Court	5	
11/27/2023 Office	7	
11/28/2023 Open Court	7	
11/29/2023 Compliance Court	7	

BRIDGER POLICE STATS FOR MONTH ENDING 11-30-23

TRAFFIC

Speeding 28

/SUSPENDED 1

WARNINGS 30

X_WALK 1

NO DL 1/NO REGISTRATION 1/NO INSURANCE 5

Car impound 1

AGANCY ASSIST (INCLUDING AMBULANCE) 16

WELFARE CHECK 8

THEFT 2

CITIZEN ASSIST 20

BAR WALK THRU 40/SCHOOL EVENTS 15

CORNER CALL 1

QUESTIONS????

*Merry
Christmas*
& **HAPPY NEW YEAR**

