

**BRIDGER TOWN COUNCIL AGENDA**  
**MEETING TIME IS TUESDAY OCTOBER 7, 2025 AT 7:00 PM,**  
**BRIDGER TOWN HALL, 108 S D STREET**

Tuesday October 7, 2025

PLEDGE OF ALLEGIANCE:

CALL TO ORDER:

PUBLIC COMMENT:

CORRESPONDENCE:

COMMITTEE REPORTS:

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

DISCUSSION / DECISION ON CD MONEY:

RESOLUTION #297: Terms Of Compliance With § 28-118 Related To Water Line Extension From 2646 US Highway 310 To The Debruycker Property

RESOLUTION #298: Set Per Diem Rates For Travel

DISCUSSION / DECISION REGARDING THE OLD TOWN HALL:

DISCUSSION REGARDING A NEW TOWN HALL:

CONSENT AGENDA:

- Approval of Minutes from Previous Meeting
  - August 5, 2025 public hearing and regular meeting
  - September 2, 2025 budget hearing
  - September 9, 2025 regular meeting
- Approve Claims
- Approve Payroll Summary
- Approve Journal Vouchers

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.

CLOSED SESSION: Discuss Litigation

ADJOURN:

### **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.

**RESOLUTION NO. 297**

**A RESOLUTION FOR TERMS OF COMPLIANCE WITH § 28-118 RELATED TO WATER LINE EXTENSION FROM 2646 US HIGHWAY 310 TO THE DEBRUYCKER PROPERTY.**

**WHEREAS**, there exists an operating water line on the property addressed as 2646 US HIGHWAY 310 under common ownership with the adjoining property referred to as the DeBruycker property and

**WHEREAS**, the DeBruyckers desire to extend the water line from 2646 US Hwy. 310 to a single residence on the DeBruycker property utilizing a single curb stop and

**WHEREAS**, the Town of Bridger has determined pursuant to Bridger Code § 28-118 that the water line may be extended to a single residence but that no other residences or structures may be served by the extended line, and that any and all other residences and or structures on the DeBruycker property must be connected with a new line from the main with each line having a separate curb stop,

**NOW THEREFORE BE IT RESOLVED**, that the water line may be extended from 2646 Hwy. 310 to a single residence on the DeBruycker property, but that no other residences or structures may be served by the extended line, and

**FURTHERMORE, BE IT RESOLVED**, that any and all other residences and or structures on the DeBruycker property must be connected with a new line from the main with each line having a separate curb stop.

**DULY** passed and adopted at a regular meeting of the Bridger Town Council on this 7<sup>th</sup> day of October 2025. This Resolution shall become effective immediately upon passage.

\_\_\_\_\_  
Mark DeRudder, Mayor

**ATTEST:**

\_\_\_\_\_  
Kirstin Sweet, Town Clerk / Treasurer

## RESOLUTION NO. 298

### A RESOLUTION MODIFYING THE TOWN OF BRIDGER'S PERSONNEL POLICY REGARDING PER DIEM RATES FOR TRAVEL

**WHEREAS**, the Town of Bridger adopted its Personnel Policy Manual on September 1, 2020.

**WHEREAS**, the Town Council now deems it necessary to modify the per diem rates paid to employees for work-related travel. The Town of Bridger's Personnel Policy Manual sections 4.350 and 4.360 sets the rates for reimbursement of travel expenses.

**WHEREAS**, the rates set in section 4.350 and 4.360 need to be reassessed and potentially modified more frequently than the personnel policy itself.

**NOW THEREFORE BE IT RESOLVED**, that the per diem rates for reimbursement of work-related travel expenses will now be set by resolution and section 4.350 and 4.360 will be updated in the personnel policy to reflect the changes by resolution.

**FURTHERMORE, BE IT RESOLVED**, the town employees will be reimbursed per diem meal allowance (i.e. a daily flat rate payment in lieu of actual expenses). These allowances are established as follows:

- All travel away from the Town must be approved in advance by the mayor. If private automobiles are used, employees will be reimbursed at rates established and modified from time to time by the standard allowable on the federal mileage reimbursement.

- GUIDELINES FOR MEALS

Breakfast	\$ _____
Lunch	\$ _____
Dinner	\$ _____
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Total	\$ _____

- Per diem eligibility unless otherwise authorized by a supervisor:

Breakfast	-leave 2 hours before shift start (usually 6 a.m.)
Lunch	-out of office before 10 a.m. and returning after 2 p.m.
Dinner	-return 2 hours after shift end (usually 7 p.m.)
- Complimentary meals provided by hotels, motels, or common carriers will not reduce an employee's per diem meal allowance. If meals are included in tuition, registration fees, or provided to the employee by another party, the per diem or expense allowance will be reduced accordingly. Workshop or seminar registration fees will be reimbursed by the Town.
- Lodging costs shall be reimbursed at the actual cost of the hotel/motel room (Including tax), exclusive of service charges, room service, meals, and other items of extra cost. Receipts for the

accommodation must be attached to the request for the reimbursement of travel expenses.  
(Employees should ask for availability of State rates).

**DULY** passed and adopted at a regular meeting of the Bridger Town Council on this 7<sup>th</sup> day of October 2025. This Resolution shall become effective immediately upon passage.

\_\_\_\_\_  
Mark DeRudder, Mayor

**ATTEST:**

\_\_\_\_\_  
Kirstin Sweet, Town Clerk / Treasurer

**BRIDGER TOWN COUNCIL MINUTES FOR A  
PUBLIC HEARING HELD ON AUGUST 5, 2025**

The August 5, 2025 public hearing was held at 108 South D Street in Bridger. The Pledge of Allegiance was recited, and the meeting was brought to order by Mayor DeRudder at 6:30 pm. Council members present were Ryan Carson, Shala Cullum, Cliff Shultz and Doug Asbury. Others present were: Annie Halland, Eugene Sticka, Angela Kallevig, Tammy Schwend, Tom & Cheryl McCarten, Shirley Schwend, Brenda Racki, Tyler and Brittany Anthony, Joni Giovetti, Craig Lundvall, Scott Smith, Lona Weiss, Dana Zier, Tom & Kathy Mudd, Gerry Roth, Rick Newton, Doug VanVulkenburgh, Carbon County Commissioner Bill Bullock, William Kampfer, Jim Moran, Norma Berry, Ty Aukshun, Library Director Krystal Zentner, Attorney Ray Kuntz, Judge Bert Kraft, Public Works Director Randy Novakovich, Chief Mike Buechler and Clerk Kirstin Sweet.

The only agenda item was a public hearing for the zoning change for a property currently not classified. The property is Fair Haven Subdivision RV park addressed as 510 E Carbon Ave. Mayor DeRudder asked for public comment. The following people made comments or asked questions of the council and/or the developer: Joni Giovetti, Tom Mudd, Kathy Mudd, Eugene Sticka, Brenda Racki and Gerry Roth. Several others made comments and had discussion without identifying themselves or talking over each other in such a way that recording was impossible.

A petition was presented by members of the public to oppose the re-zoning of the property. No action or recognition was given to the petition.

There being no further business Councilman Shultz motioned to adjourn. The motion was seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye. Meeting adjourned at 7:04pm.

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Mark DeRudder, Mayor

ATTEST:

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Kirstin Sweet, Town Clerk

**BRIDGER TOWN COUNCIL MINUTES FOR A REGULAR MEETING  
HELD ON AUGUST 5, 2025**

The August 5, 2025 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 Mayor DeRudder. Other council members present were Ryan Carson, Shala Cullum, Cliff Shultz and Doug Asbury. Others present were Angela Kallevig, Richard Newton, Eugene Sticka, Scott Smith, Joni Giovetti, Carbon County Commissioner Bill Bullock, Dana Zier, Kathy Mudd, Doug VanVulkenburgh, Lonna Weiss, Cheryl & Tom McCarten, Shirley Schwend, Tammy Schwend, Craig Lundvall, Jim Moran, Brenda Racki, Ty Aukshun, Tyler & Brittany Anthony, Annie Halland, Lonna "Peach" Weiss, Randy Hafner, Public Works Director Randy Novakovich, Attorney Ray Kuntz, Judge Bert Kraft, Library Director Krystal Zentner, Chief Mike Buechler, Public Works Director Randy Novakovich and Clerk Kirstin Sweet.

The next item on the agenda was public comment. Judge Bert Kraft commented on the new fountain in Jim Bridger Park.

The next item was correspondence. Clerk Sweet presented correspondence to the council.

Next on the agenda was the committee reports. Agela Kallevig gave a report on the planning board. Dana Zier gave a report on the historical society.

Resolution #293 to change the zoning of a property not currently zoned. A motion to approve the resolution was made by Councilman Shultz, seconded by Councilman Carson. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Resolution #294 to approve a new special events policy. Discussion was had regarding the administrative approval of the applications rather than bringing them before the council each month. Amendments were made to the policy to include initials from each of the department heads from the police department, the clerk's office and the public works department. Also, added was #8 for an appeal process. A motion to approve the resolution was made by Councilman Asbury, seconded by Councilman Carson. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Next was approval of the growth policy survey. Clerk Sweet explained the survey. A motion to approve the survey was made by Councilwoman Cullum, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Library board appointment was next on the agenda. A motion to appoint Summer Karp was made by Councilman Shultz, seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Discussion regarding the old town hall was next on the agenda. Clerk Sweet asked to have mold testing added to the bid so that we can figure out how to get access to some of the damaged records in town hall. A motion to approve the mold testing was made by Councilwoman Cullum, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye. Discussion was had regarding the old town shop located on B St. Public Works Director Novakovich will access the building and determine if the roof can be repaired.

Next was discussion regarding a new town hall. There were no new updates.

The consent agenda was next on the agenda. Department heads answered questions regarding the claims. A motion to approve the consent agenda was made by Councilwoman Cullum and seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye. The items included were minutes from 07-08-2025 regular meetings. Claim checks #35413 to #35452 and electronic checks #-97935 to #-97929 for July. Payroll checks #35389 to #35399 and #35401 to #35412 and electronic checks #-84686 to #-84653 for July.

Attorney Kuntz updated the council regarding items he is working on.

Judge Kraft presented his reports for the month of July.

Library Director Zentner had nothing to report.

Public Works Director Novakovich updated the council regarding projects he is working on.

Chief Buechler presented his stats for the month of July.

Clerk Sweet asked the council to set a budget meeting date. The budget meeting will be September 2, 2025.

Mayor and Town Council: nothing to report.

There being no further business Councilman Shultz motioned to adjourn. The motion was seconded by Councilman Carson. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye. The meeting was adjourned at 8:57 pm.

Attest:

\_\_\_\_\_  
Mark DeRudder, Mayor

\_\_\_\_\_  
Kirstin Sweet, Town Clerk



**BRIDGER TOWN COUNCIL MINUTES FOR A BUDGET HEARING  
HELD ON SEPTEMBER 2, 2025**

The September 2, 2025 budget 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 Mayor DeRudder at 7:00 pm. Council members present were Ryan Carson, Shala Cullum, Cliff Shultz and Doug Asbury. Others present were Judge Bert Kraft and Clerk Kirstin Sweet.

Clerk Sweet explained any significant changes made to the budget compared to previous years. Discussion was had regarding those changes.

There was no public comment from the gallery.

There being no further business Councilman Asbury motioned to adjourn. The motion was seconded by Councilman Taylor. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye and Councilman Asbury – aye. The meeting adjourned at 7:36 pm.

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Mark DeRudder, Mayor

ATTEST:

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Kirstin Sweet, Town Clerk

**BRIDGER TOWN COUNCIL MINUTES FOR A REGULAR MEETING  
HELD ON SEPTEMBER 9, 2025**

The September 9, 2025 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 Mayor DeRudder. Other council members present were Ryan Carson, Shala Cullum, Cliff Shultz and Doug Asbury. Others present were Lonna “Peach” Weiss, Cheryl McCarten, Randy Hafer Dana Zier, Public Works Director Randy Novakovich, Attorney Ray Kuntz, Judge Bert Kraft, Chief Mike Buechler, Public Works Director Randy Novakovich and Clerk Kirstin Sweet.

The next item on the agenda was public comment.

The next item was correspondence. No correspondence.

Next on the agenda was the committee reports. Dana Zier gave a report for the historic preservation commission board and introduced Randy Hafer to the council. She and Mr. Hafer spoke at length regarding the old town hall building.

The public hearing for the 2025-2026 budget was next on the agenda. Mayor DeRudder asked for public comment, none was offered,

Resolution #295 to set the 2025-2026 tax mill levy was next on the agenda. A motion to approve the resolution was made by Councilwoman Cullum, seconded by Councilman Shultz. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Resolution #292 to adopt the 2025-2026 budget. A motion to approve the resolution was made by Councilman Shultz seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Next on the agenda was approval of a transfer of additional money in the amount of \$100,000 from Fund 2395 of the certificate of deposit with the Bank of Bridger. A motion to approve this transfer was made by Councilwoman Cullum, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

A request for a waiver of curb stop requirement and permission for a cistern for Dylan DeBruycker was next on the agenda. Discussion was had regarding the request. Public Works Director Novakovich suggested an alternative solution utilizing the water line from the property located at 2646 US Hwy 310. Attorney Kuntz suggested a resolution to memorialize the details of how this water line would be utilized. The resolution will be on the agenda for October 7, 2025.

Discussion regarding the old town hall was next on the agenda. Discussion was had regarding the report received from the testing done by Northern Industrial Hygiene. Councilman Carson made a motion to direct Clerk Sweet to get a quote for the mitigation of the mold and asbestos in the building. The motion was seconded by Councilman Shultz. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye.

Next was discussion regarding a new town hall. All items regarding a new town hall were discussed during the discussion regarding the old town hall.

The consent agenda was next on the agenda. Department heads answered questions regarding the claims. A motion to approve the consent agenda was made by Councilwoman Cullum and seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye. No minutes were included as they were not available yet. Claim checks #35453 to #35553 and electronic checks #-97927 to #-97922 for August. Payroll checks #35456 to #35478 and electronic checks #-84652 to #-84619 for August.

Attorney Kuntz updated the council on items he is working on.

Judge Kraft presented his reports for the month of August.

Library Director Zentner was not present.

Public Works Director Novakovich updated the council regarding projects he is working on.

Chief Buechler presented his stats for the month of August.

Clerk Sweet informed the council that we will be having audio recording meetings starting October 1, 2025.

Mayor and Town Council: nothing to report.

Closed session pursuant to § 2-3-203(4)(a) MCA started at 8:48pm, closed session ended at 8:52pm.

There being no further business Councilman Asbury motioned to adjourn. The motion was seconded by Councilman Carson. The motion carried with the votes as follows: Councilman Carson – aye, Councilwoman Cullum – aye, Councilman Shultz – aye, and Councilman Asbury – aye. The meeting was adjourned at 8:52 pm.

Attest:

\_\_\_\_\_  
Mark DeRudder, Mayor

\_\_\_\_\_  
Kirstin Sweet, Town Clerk

10/06/25  
18:20:43

TOWN OF BRIDGER  
Payroll Summary For Payrolls from 09/01/25 to 09/30/25

Page: 1 of 2  
Report ID: P130

Total for Payroll Checks

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	Employee	Employer	Amount
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COMA HOURS (Comp Time Accumulated)	42.38		
COMP HOURS (Comp Time Used)	21.25		468.95
HOL HOURS (Holiday Pay)	69.29		1,618.97
REG HOURS (Regular Time)	1,418.25		34,015.21
SICK HOURS (Sick Time)	50.00		1,177.00
VACA HOURS (Vacation Time Used)	67.75		1,712.40
VOLN HOURS (Volunteer Fireman)	51.00		7,650.00
GROSS PAY	38,992.53	0.00	
NET PAY	29,952.69	0.00	
NET PAY (CHECKS)	5,119.26		
NET PAY (DIRECT DEPOSIT)	24,833.43		
DENTAL	0.00	473.00	
FIT	1,658.62	0.00	
GROUP HEALTH	545.00	13,201.00	
LIFE INSURANCE	0.00	18.90	
MEDICARE	565.40	565.40	
P.E.R.S.	2,818.27	3,235.65	
SIT	1,035.00	0.00	
SOCIAL SECURITY	2,417.55	2,417.55	
UNEMPL. INSUR.	0.00	169.73	
VISION HEALTH	0.00	108.40	
WORKERS' COMP	0.00	1,438.98	
ALTANA FED CRED	2,107.86	0.00	
BANK OF BRIDGER	9,882.39	0.00	
SEGFCU	2,173.20	0.00	
STOCKMAN BANK	2,675.28	0.00	
WELLS FARGO BAN	4,385.42	0.00	
WESTERN SECURIT	3,609.28	0.00	
FIT/SIT BASE	36,174.26	0.00	
MEDICARE BASE	38,992.53	0.00	
PERS BASE	35,674.34	0.00	
SOC SEC BASE	38,992.53	0.00	
UN BASE	37,717.53	0.00	
WC BASE	46,642.53	0.00	
Total		21,628.61	
Total Payroll Expense (Gross Pay + Employer Contributions):		60,621.14	
*** PAYROLL REGISTER + VOLUNTEER PAYROLL REGISTER = PAYROLL SUMMARY ***			
Total Discounts:	12.94		
Total Payroll Expense (Less Discounts):		60,608.20	

Check Summary

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Payroll Checks Prev. Out.	\$17,936.47
Payroll Checks Issued	\$24,071.62
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$42,008.09
Electronic Checks	\$40,280.81

10/06/25  
18:20:43

TOWN OF BRIDGER  
Payroll Summary For Payrolls from 09/01/25 to 09/30/25

Page: 2 of 2  
Report ID: P130

Deductions Accrued		Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
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Social Security	4,835.10		4,835.10		212000
Medicare	1,130.80		1,130.80		212001
P.E.R.S.	6,053.92		6,053.92		212203
Unempl. Insur.	169.73	538.55	733.94	-25.66	212202
Workers' Comp	1,438.98	3,180.02	4,606.06	12.94	212201
FIT	1,658.62		1,658.62		212002
SIT	1,035.00		1,035.00		212200
DENTAL	473.00		473.00		212502
LIFE INSURANCE	18.90		18.90		212502
VISION HEALTH	108.40		108.40		212502
GROUP HEALTH	13,746.00		13,746.00		212502
Total Ded.	30,668.45	3,718.57	34,399.74	-12.72	

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

Electronic Checks: #-84618 to #-84588

Checks: #35554 to #35563

End of Period Disbursement Detail  
Bank Account: Bank of Bridger - 110582  
From 09/30/2025 to 09/30/2025  
Total Only

Check Number: None

Date	Description	Case Number	Payer	Citation No.	Amount
<b>Account 200-177 - Criminal Conviction Surcharge 7467 MCA 3-1-318</b>					
<b>Account 200-177 Total:</b>					<b>\$40.00</b>
<b>Account 200-210 - Fines / Forfeitures - 1000 &amp; 7451 (50/50 Split)</b>					
<b>Account 200-210 Total:</b>					<b>\$3,200.00</b>
<b>Account 200-250 - Misdemeanor Surcharge</b>					
<b>Account 200-250 Total:</b>					<b>\$240.00</b>
<b>Account 200-340 - Technology Surcharge - 7458</b>					
<b>Account 200-340 Total:</b>					<b>\$150.00</b>
<b>Account 200-390 - Victim Witness Surcharge - 7699</b>					
<b>Account 200-390 Total:</b>					<b>\$25.00</b>
<b>Check Total:</b>					<b>\$ 3,655.00</b>
<b>Report Total:</b>					<b>\$3,655.00</b>

# BRIDGER POLICE STATS FOR month ending 09-30-2025

## TRAFFIC

Speed 64

CRASH 1

DUI 1

WELFARE CK 10/business ck 55

XWALK 2 REG 4 INS 8

IMPROPER PASS 1

CITZN ASSIST

Agency assist 15

MIP 1

QUESTIONS?



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