

REGULAR MEETING OF THE TOWN OF PLEVNA—Monday, December 9, 2019, 7 p.m.
Town Office

Mayor Benner called the meeting to order at 7:14 p.m.

Councilmen present were Jordan Hoffman, Alba Higgins, Kyle Vennes, and Gary Thielen.

Also present: Corrine Sander, Wastewater Operator Krista Nemitz, Clerk/Treasurer
Mark Thielen, Container Site Operator Rick Schell, Water Operator
Rich Menger, Fallon County Enviro Health Shanny Gion, SMART
Mary Grube, Planning Board

Members of the public present: Shawn Sander, Cliff & Jennifer Tudor

The minutes were approved for the November 12, 2019, regular meeting.

Public Comment:

- No public comment.

Correspondence:

- **DEQ Letter:** DEQ sent a letter outlining water monitoring changes. The Water Operator will review the letter.

Old Business:

Utility Rates –The Town Clerk prepared an overview of the Garbage Fund from the past three years up to the current month and presented the findings to the Town Council and Mayor Benner. Garbage Fund reports attached. Years 2017 and 2018 show the Town ending the fiscal year with a minimal amount of cash excess, while the Town ended 2019 with a loss of \$(1,656). The projected expenses for the fiscal year 2020 outweigh the expected income by \$11,675. This is due to the increased burden of operating expenses and administrative services related to the Plevna Container Site. A complete copy of the FY2020 Final Budget is available for public review at the Town Office. With assistance from Rachel's Accounting and the previous Town Clerk, the Garbage Fund Budget was reworked to reflect the very minimal amount of expenses and four garbage rates proposals were formulated. After review of all the materials, the council was in agreeance that in order for the Garbage Fund to be self-supporting it must generate \$29,000 per year. The only proposal that estimates the Town breaking even is Proposal #3:

Residential: \$20/month, **Commercial:** \$30-\$60-\$95/month, **Rural:** \$240/year
With this increase going into effect in January 2020, the Town will be ending FY2020 with an estimated deficit of \$(3,900).

A motion was made by Councilman Hoffman, seconded by Councilman Vennes, to adopt Garbage Rates Proposal #3.

Aye: 4 Nay:0 Absent: 0 Abstain: 0 Carried: 4:0

A resolution outlining the increase in all utility rates will be adopted at the next council meeting along with a description of the Commercial Rate Tiers.

Mayor Benner issued a continuance of the utility rates discussion for January 13, 2019.

RV Meter Placement -Issue resolved with nothing new to report.

Lagoon Pump – A pump can be purchased for anywhere between \$300-\$3,000. Mayor Benner will get a more accurate quote on a Honda 3” pump. In the meantime, if a draw down needs to be done the work will have to be hired out.

New Business:

- A Plevna representative is still needed for the Fallon County Planning Board. The Planning Board will start having meetings about updating the growth policy. The Growth Policy is updated every five years.
- Mayor Benner received a call from Rich Menger in regards to the Plevna Lagoon Site and its operation. Rich was contacted by DEQ after receiving a complaint alleging that the Town of Plevna’s Waste Water Lagoon System was not being properly operated. The issues described in the complaint included the inability to conduct operations as required due to the lack of access, and whether “Cell 3” is state water, which would impact the ability to conduct a draw down on the lagoons.

The Town will be receiving a letter from DEQ formally outlining their concerns. Rich stressed the importance of obtaining a permit from DEQ before the Wastewater Operator can perform a draw down on the lagoons. Rich stated that what has previously been referred to as “Cell 3”, is in fact, not an engineered lagoon cell and cannot operate as such. This area, southwest of the two-cell lagoon is state waters. The current overflow pipe is only to prevent overtopping of the lagoon and nothing more. The Certified Operator must be able to access all parts of the lagoon at all times, this does not mean the Certified Operator has a justified right to discharge whenever he/she thinks it is reasonable. You must have a state DEQ permit to discharge into state waters. This permit may take up to two weeks to obtain.

The first step towards becoming compliant with DEQ regulations will be to have written and adopt an Operational Maintenance Plan. Having a current O&M is a necessary prerequisite for obtaining financial assistance for lagoon maintenance. The estimated cost for completing this is \$25,000. The Town will be partnering with Shanny Gion, from SMART, and Rich Menger to obtain funding assistance. Shanny has previously worked with Midwest Assistance Program representatives and thinks they would be a great resource for the town to use. They do not offer funding, but their assistance is free of charge. She has made initial contact with MAP and the town will be assigned a representative. There are a few state and federal grants available that the town can start application for.

A motion was made by Councilman Higgins, seconded by Councilman Vennes to proceed forward with the assistance of Rich Menger, Shanny Gion, and Midwest Assistance Program.

Aye: 4 Nay:0 Absent: 0 Abstain: 0 Carried: 4:0

- The Wastewater Operator stated that a draw down should be done soon, she feels there is too much water in the system to make it through winter. Rich stated that a permit will need to be obtained.
- Rich Menger, Shanny Gion, and Mary Grube left the meeting at 7:33 p.m.

Department Reports:

- **Water Operator** – Rick reported a sizeable leak at the O'Connor pit. It has been repaired and the loss should be reflected in the next months meter readings. There was also an issue of the water tank running over. Rick believes it needs a new transducer. He is expecting the cost of two new transducers to be around \$280.

A motion was made by Councilman Thielen, seconded by Councilman Higgins purchase two new transducers, one for immediate replacement and one to have on hand.

Aye: 4 Nay:0 Absent: 0 Abstain: 0 Carried: 4:0

Rick would like to have water turn on/off days scheduled for Wednesdays. In the case of an emergency, the council will have a water key available.

- Jennifer mentioned that the council should consider consulting MAP about funding assistance for new meters.
- **Container Site Operator** — Both open containers that are owned by the town have been located and are in the process of having a lid installed on one. They will both be returned to the Container Site. Mayor Benner noticed the gates to the container site left unlocked and wide open. After seeing nobody present, he locked the gates.
- **Wastewater Operator** — Nothing to report, no monthly log submitted at the meeting. The Operator stated that she has a log to turn in and will put it in the office drop box. Mayor Benner would like to have a more detailed log sheet put together. The Town Clerk will formulate a weekly log sheet specifically for the Plevna Lagoon System. The Wastewater Operator was given a copy of the Wastewater Treatment Operator Job Description and was requested by Mayor Benner to sign and return it. No response from the Operator. It was also requested that the Wastewater Operator finish taking care of maintenance of the vegetation down at the lagoon by the 1st of January. There was no response from the Wastewater Operator. The Council reviewed the rental equipment available from Griffith Rentals. Councilman Thielen asked what it would take to finish knocking down the vegetation. The Operator stated that some of the vegetation is too big for a weed eater. Mayor Benner suggested a brush hog.

Clerk Report: Nothing more to report.

Financial Report — November:

- The November financial report was reviewed and accepted by the council.

Mayor/Council Comments

- Councilman Higgins did some maintenance on the snow plow truck.

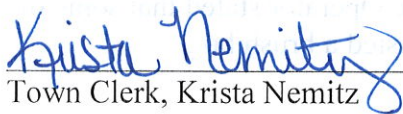
Approve Claims:

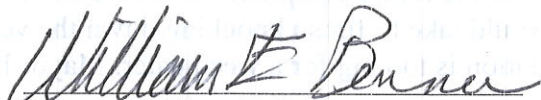
A motion was made by Councilman Hoffman, seconded by Councilman Thielen to approve the November claims in the amount of \$3,839.99.

Aye: 4 Nay:0 Absent: 0 Abstain: 0 Carried: 4:0

November Claims (\$3,839.99) see attached document

Having no further business, Mayor Benner adjourned the meeting at 8:30 p.m. The next meeting of the Plevna Town Council will be Monday, January 13, 2019, at the Town Office with a continuation of the utility rates discussion.


Town Clerk, Krista Nemitz


Mayor, William E. Benner

12/12/19
14:55:39

TOWN OF PLEVNA
Check Register
For the Accounting Period: 11/19

Page: 1 of 2
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99846	E	19 Mid Rivers Communication	95.84	12/09/19	11/19	CL 1112	95.84
-99845	E	18 Montana Dakota Utilities	849.63	12/09/19	11/19	CL 1114	849.63
2581 *	S	4 City of Baker	1440.00	12/09/19		CL 1116	1440.00
2582	S	5 Coral Creek Landfill	235.75	12/09/19		CL 1117	235.75
2583	S	79 Country Media Inc	123.37	12/09/19		CL 1120	123.37
2584	S	68 CT Excavation, Inc.	722.21	12/09/19		CL 1111	722.21
2585	S	9 Enerov Laboratories, Inc.	20.00	12/09/19		CL 1115	20.00
2586	S	12 Farmers Union Oil Co.	37.19	12/09/19		CL 1119	37.19
2587	S	14 C&G Garbage	185.00	12/09/19		CL 1118	185.00
2588	S	60 US POSTAL SERVICE	131.00	12/09/19		CL 1113	131.00

Total for Claim Checks
Count for Claim Checks

3839.99
10

* denotes missing check number(s)

of Checks: 10 Total: 3839.99

