

REGULAR MEETING OF THE TOWN OF PLEVNA—Monday, March 8, 2021, 7:00 p.m.
Plevna Community Center

Mayor Benner called the meeting to order at 7:02 p.m.

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

Also present: Krista Nemitz, Clerk/Treasurer Rick Schell, Water Operator
 Corrine Sander, Wastewater Operator Jolene Boespflug, Assistant Clerk
 Mark Thielen, Container Site Operator Julie Straub, Human Resources
 Beth Epley, EPEDC Mary Grube, FC Planning

Members of the public present: Lois Geving, Shawn Sander

The minutes were approved for the February 8th, 2021, regular meeting and the January 11th, 2021, Public Zoning Hearing.

Public Comment: None.

Correspondence:

- Midco sent the tank inspection DVD; it was given to the water operator.
- A letter was sent to notify an applicant for the assistant clerk position that the job has been filled.
- A letter was sent to Stacey Sterns regarding mobile home regulations for the Town of Plevna.

Old Business:

Leanne Cota Clinic – Leanne has submitted a zoning conformance permit outlining the changes she would like to make to her residence before moving forward with her in-home business. She also completed a business license application. The Town Clerk will reach out to Leanne to help establish boundary lines and discuss customer parking options. The Town Clerk will also check the zoning regulations to see if a conditional use permit is needed.

New Business:

- TA Grant – Beth Epley of Eastern Plains Economic Development Center gave a presentation of how they can help guide us through applying for and obtaining a TA Grant for the Main Street sidewalk project. The grant application has just opened and is due June 4th, 2021. Beth recommends the Council use an engineer for the initial bid of the project. The Town would be required to make a 13.42% match of funds. Montana Department of Transportation would manage the project if approved. Beth Epley left the meeting at 7:20 p.m.
- The Town of Plevna is eligible for BaRSAA funds of \$8,086.88. The funds would be used for street maintenance and the match of \$404.34 will be paid from the General Fund.

A motion was made by Councilman Thielen, seconded by Councilman Vennes to accept Resolution #171 to request BaRSAA funds.

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

Mark Thielen arrived at the meeting at 7:25 p.m.

Mary Grube joined the meeting via teleconference at 7:30 p.m. Mary updated the Town's Zoning Conformance Permit. She gave a brief overview of the Zoning Administrator's duties and the Town's need to appoint an administrator. Discussion was held on the permit fee.

A motion was made by Councilman Hoffman, seconded by Councilman Higgins to approve the updated Zoning Conformance Permit, \$50 permit fee, and to appoint the Town Clerk as the Zoning Administrator.

Aye: 4

Nay:0

Absent: 0

Abstain: 0

Carried: 4:0

- RR Well Maintenance – On February 18th, it was discovered that the well head froze and blew a gasket on the check valve. The Town Council and Mayor corresponded via text message to purchase heaters for the well house and to hire CT Excavation to repair the gasket. The council will consider putting in propane heat before next winter and will look into getting a propane tank.
- Business Licenses – It has been noted that the Town Code states there should be a fee for operating a business within the Town of Plevna. The clerks updated the Business License Application. The Town Clerk reported on what other municipalities are charging. The council will table this discussion until the next meeting.
- The Town will plan on ordering cold mix through the County when available.

Department Reports:

- **Water Operator** – The pump house meter is still being worked on. Rick will check up on it this month. MT Rural Water Systems offers a training that will provide Rick with 1.4 credits of the 2 he needs to carry. METC is no longer offering operator training. Councilman Thielen will be an additional backup for water shutoff emergencies.
- **Container Site Operator**—Due to Happy Camper having low tenants, regular dump hours are to be observed by the RV park.
- **Bulk Water Pumping Site** – The Clerk will contact TC Energy about their overpayment and ask about future plans as well.
- **Wastewater Operator** —The operator turned in the lagoon log sheet. She reported that the ice is starting to melt, and the water levels look good.
- **Human Resources** – The allegations brought forth during the December 10, 2020, meeting were not able to be substantiated by the Human Resources Department. All attempts to garner information relating to making a reasonable accommodation did not yield any information. Julie Straub presented the Wastewater Operator with a pre-disciplinary notice. A Pre-disciplinary Meeting is scheduled for March 16th at 7:00 p.m.

Clerks Report:

The past due accounts were reviewed with the Council and shut offs were scheduled.

It was reported that there is no option for putting the printer in a public auction at this time.

A letter will be sent to Chris Mellon about skirting his mobile home.

There is a training in Great Falls by MRWS, May 19th through May 21st, that the Clerk/Treasurer will attend.

Larry Dahl will provide the Town with a bid for a mower. Purchasing a new mower in this fiscal year will expend the budgeted funds. There may not be funds available for fertilizing the park.

Financial Report — February 2021:

- The February financial report was reviewed and accepted by the Council.

Mayor/Council Comments: Councilman Thielen brought concerns of 2nd St having several soft spots as well as on Conser Avenue, in front of Councilman Thielen's house.

Approve Claims:

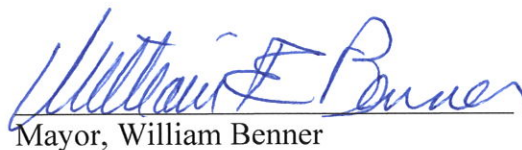
A motion was made by Councilman Higgins, seconded by Councilman Thielen to approve the February claims in the amount of \$5,425.22.

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

February Claims (\$5,425.22) see attached document

Having no further business, Mayor Benner adjourned the meeting at 8:15 p.m. The next regular meeting of the Plevna Town Council will be Monday, April 12, 2021, at the Community Center.


Town Clerk, Krista Nemitz


Mayor, William Benner

03/03/21
14:30:22

TOWN OF PLEVNA
Check Register
For the Accounting Period: 2/21

Page: 1 of 2
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
2859 *	S	3 Black Mountain Software, Inc.	3952.00	03/08/21		CL 1279	3952.00
2860	S	2 Boss Office Products	175.50	03/08/21		CL 1281	175.50
2861	S	5 Coral Creek Landfill	393.75	03/08/21		CL 1285	393.75
2862	S	79 Country Media Inc	126.40	03/08/21		CL 1278	126.40
2863	S	68 CT Excavation, Inc.	467.50	03/08/21		CL 1280 CL 1282	297.50 170.00
2864	S	9 Energy Laboratories, Inc.	22.00	03/08/21		CL 1283	22.00
2865	S	12 Farmers Union Oil Co.	88.07	03/08/21		CL 1277	88.07
2866	S	56 MT RURAL WATER SYSTEMS	200.00	03/08/21		CL 1276	200.00

Total for Claim Checks 5425.22
Count for Claim Checks 8

* denotes missing check number(s)

of Checks: 8 Total: 5425.22

Handwritten signature