

August 25, 2015

The Red Lodge City Council met in regular session on August 25, 2015 at 7:00 p.m. The meeting was called to order by Mayor Williams followed by the Pledge of Allegiance to the Flag.

**ROLL CALL OF OFFICERS** Present: Mayor Williams, Aldermen Foisy, Mahan, Labrie, Brown, and Schoenike. Absent: None.

**DEPARTMENT HEAD ATTENDANCE:** City Clerk – Loni Hanson, Public Works Director – Jim Bushnell, and Community Development Director- Peter Italiano.

**MINUTES OF AUGUST 11, 2015** Motion by Mahan, second by Labrie to approve the minutes of August 11, 2015 as amended. On roll call vote all Aldermen present voted “Aye.” Motion carried.

Foisy said on page 3, under “Other Public Works Items”, third paragraph, it should read “Foisy commented we have confirmation from DNRC of \$10,000 and from TSEP of \$15,000, for a total of \$25,000, to help with this project.”

**COMMENTS FROM PUBLIC REGARDING MATTERS WITHIN CITY**

**JURISDICTION THAT ARE NOT ON THE AGENDA** There was a question from Diane Dimich regarding the sidewalk agreement with MDT. Mayor Williams said it will be on the agenda for the September 8, 2015, Council meeting and they will have discussion on it then.

**STANDING COMMITTEES-ADMINISTRATION AND FINANCE- Council Vacancy**

**Appointment** Mayor Williams said they received four applications of interest for the Council vacancy in Ward 2.

Labrie thanked the applicants and said it was a very difficult decision for the committee to make.

Motion by Labrie, second by Schoenike to recommend appointing Corey Thompson for Ward 2 of the Red Lodge City Council. On roll call vote all Aldermen present voted “Aye”. Motion carried.

Mayor Williams read the “Oath of Office” to Council member Corey Thompson.

**Council Committees** Motion by Schoenike, second by Labrie to approve the following Council Committees assignments: Administration and Finance: Brown, Labrie and Mahan; Land Use and Planning: Brown, Foisy, and Schoenike; Public Health and Safety: Mahan, Schoenike, and Thompson; Public Works: Foisy, Labrie, and Thompson. On roll call vote, all Aldermen present voted “Aye”. Motion carried.

Schoenike also mentioned they changed the names of two of the committees from Administration to Administration and Finance and from Emergency Services to Public Health and Safety.

**Resolution #3393- Budget Transfers for FY 14-15** Motion by Labrie, second by Schoenike to approve Resolution #3393, a resolution of the City Council of the City of Red Lodge, Montana authorizing fiscal year 2014-2015 budget transfers. On roll call vote, all those in favor, Aldermen Foisy, Mahan, Labrie, Schoenike, and Brown. Those abstained, Alderman Thompson. Motion carried.

**RESOLUTION NO. 3393**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RED LODGE, MONTANA AUTHORIZING FISCAL YEAR 2014-2015 BUDGET TRANSFERS.**

Be It Resolved that the following Fiscal Year 2014-2015 Budget Transfers are hereby authorized:

Fund No.	Account No.	Description	Transfer
TRANSFER TO:			
1000	410100-300	Council-Purchased Service	696.00
1000	410500-100	Clerk-Salary	6988.00
1000	410500-200	Clerk-Supplies	921.00
1000	410500-300	Clerk-Purchased Service	1983.00
1000	411100-300	Legal-Purchased Service	2414.00
1000	410510-335	Administration-Membership	663.00
1000	420100-200	Police-Supplies	152.00
1000	420100-300	Police-Purchased Services	27371.00
1000	460100-300	Library-Purchased Services	1233.00
1000	420400-300	Fire-Purchased Service	2746.93
1000	521000-229	Interfund Transfers Out	17201.95
TRANSFER FROM:			
1000	410200-200	Mayor-Supplies	620.00
1000	410200-300	Mayor-Purchased Service	76.00
1000	410360-100	Court-Salary	2800.00
1000	410530-300	Auditing-Purchased Service	2200.00
1000	410600-200	Elections-Supplies	1000.00
1000	411040-100	Planning-Salary	8764.00
1000	411500-300	Estate Trust	46909.88
TRANSFER TO:			
2100	460430-300	Parks- Purchased Services	506.00
TRANSFER FROM:			
2100	430600-940	Resort Tax-Sewer-Capital Outlay	506.00
TRANSFER TO:			
2820	521000-826	Gas Tax-PERS	2.00
TRANSFER FROM:			
2820	430240-452	Gas Tax-Building Material	2.00
TRANSFER TO:			
5210	490230-230	Water-Interest	9627.00
5210	521000-827	Water-Comp Insurance	2042.00
TRANSFER FROM:			
5210	490220-620	Water-interest	9627.00
5210	510400-830	Water-Depreciation	2042.00

TRANSFER TO:

5310	521000-826	Sewer-PERS	664.00
5310	521000-827	Sewer-Comp Ins.	2547.00

TRANSFER FROM:

5310	510400-830	Sewer- Depreciation	3211.00
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PASSED and APPROVED by the Red Lodge City Council and approved by the Mayor on this 25<sup>th</sup> day of August, 2015.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

Labrie said this is just a formality to balance the budget for the end of the year.

**Resolution #3394- Budget Amendment for TBID FY 14-15** Motion by Labrie, second by Brown to approve Resolution #3394, a budget amendment resolution amending appropriations and reserves for various funds for fiscal year 2015. On roll call vote, all those in favor, Aldermen Foisy, Mahan, Labrie, Schoenike, and Brown. Those abstained, Alderman Thompson. Motion carried.

**RESOLUTION NO. 3394  
BUDGET AMENDMENT RESOLUTION  
AMENDING APPROPRIATIONS AND RESERVES  
FOR VARIOUS FUNDS FOR FISCAL YEAR 2015.**

WHEREAS, the City of Red Lodge adopted all funds revenues and appropriations for fiscal year 2014-2015 on September 2, 2014 with Resolution No. 3373; and

WHEREAS, it is necessary to amend certain budgets pursuant to the procedure required by MCA §7-6-4006 and §7-6-4031; and

WHEREAS, the increase in appropriations in the funds will be offset by either an increase in revenues or a decrease in reserves.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Red Lodge, Montana the City Council hereby directs the Clerk/Treasurer to amend the budget pursuant as follows:

The expenditure budget for FY14-15, for the TBID fund, be increased by \$2,000.00 in line item 7390-410130-336 and increased by \$10,000.00 in line item 7390-410130-337.

BE IT FURTHER RESOLVED that the above amendment is hereby approved in compliance with MCA §7-6-4006 and §7-6-4031, and is further declared retroactively effective to June 30, 2015.

PASSED and APPROVED by the City Council of the City of Red Lodge this 25<sup>th</sup> day of August, 2015.

APPROVED by the Mayor this 25th day of August, 2015.

CITY OF RED LODGE

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_ City Clerk/Treasurer

Labrie said TBID did not spend more money than they had, they just went over on what they had originally budgeted and this is just a formality to balance their budget.

Mayor Williams pointed out that this is not City of Red Lodge money per se, we just enable the TBID through legislative action taken by the Council.

**City Website** Schoenike said the City has made arrangements with Sarah Bierschwale, who works at the Red Lodge Area Community Foundation, to take on the task of working on the City of Red Lodge Website. Schoenike said we will have a formal agreement with her to bring to the Council for approval at the next Council meeting.

Brown said she had a public request to have the Police Monthly Report put on the website. Brown said she is glad they are moving forward with the design of the website.

**Other Administration and Finance items** Labrie said we will have a public hearing on our FY 15-16 Budget on September 2, 2015 at 5:00 p.m. at City Hall.

Labrie said at the September 8, 2015 Council meeting we will be readopting Ordinance 852A, which has to do with our Ward Boundaries and was missed when the City did the new Code Codification.

**PUBLIC HEALTH AND SAFETY** Mahan reported the Police Department has created a brochure on the new drug dog. Mahan said they are also looking at some new stop signs and are continuing to work on the addressing.

**LAND USE AND PLANNING** Schoenike said they are continuing discussion on the Swimming Hole Park, Coal Miners Park and Lions Club Park.

**PUBLIC WORKS-Ordinance #918, Parks, Trees and Recreation Board, 1st Reading/Public Hearing** Foisy said Ordinance #918 and Ordinance #919 take existing four pages in the City Code that says "Parks Board" and separates it into Parks, Trees and Recreation Board and Tree Regulations. Foisy said the Comprehensive Parks Plan and the Trails Plan are now incorporated into part of the responsibilities of the Parks Board. Foisy said the membership has been modified, where the Council Member will be the seventh voting member. Foisy said they have outlined the staff support and identified the activities the staff will provide to the Parks Board.

Mayor Williams opened the public hearing for Ordinance #918, Parks, Trees and Recreation Board, first reading. No one spoke. Mayor Williams closed the public hearing.

Motion by Foisy, second by Mahan to approve Ordinance #918, an Ordinance establishing Title 8, Chapter 7 of the Red Lodge City Code concerning the composition and the duties and responsibilities of a Red Lodge Parks, Trees and Recreation Board, on first reading, with the following modifications: On page 3, letter C, "Officers shall consist of a Chairman, Vice-Chairman and a Secretary"; On page 3, letter C, add number 3, "A secretary shall keep minutes of all meetings"; On page 3, letter D, number 1, cross out "and keep the minutes of these meetings"; On page 3, letter D, numbers 5,9,and 10 add after Board "as time constraints permit". On roll call vote, all Aldermen present voted "Aye". Motion carried.

Motion by Foisy, second by Mahan to amend section 8-7-4.A.1, cross out “not serving on any elected Red Lodge or Carbon County Board.” On roll call vote, all Aldermen present voted “Aye”. Motion carried.

## **ORDINANCE NO. 918**

### **An Ordinance establishing Title 8, Chapter 7 of the Red Lodge City Code concerning the composition and the duties and responsibilities of a Red Lodge Parks, Trees and Recreation Board.**

WHEREAS, Montana Code authorizes by ordinance the creation of a municipal board of park commissioners, and

WHEREAS, The Red Lodge City Council desires to incorporate the recommendations of the City of Red Lodge Comprehensive Parks Plan 2015 to enable more effective decision making and execution of prioritized projects, particularly to include all activities performed the existing Parks Board.

Now Therefore,

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF RED LODGE, MONTANA:**

**The existing Title 8, Chapter 7, Parks Board, is hereby repealed.**

**A new Title 8, Chapter 7, Parks, Trees and Recreation Board is hereby adopted as follows:**

#### **Chapter 7**

#### **Parks, Trees and Recreation Board**

#### **Section:**

#### **8-7-1: Short Title**

#### **8-7-2: Purpose**

#### **8-7-3: Definitions**

#### **8-7-4: Parks, Trees and Recreation Board**

#### **8-7-1: Short Title.**

This Chapter shall be known and be cited as the **PARKS, TREES AND RECREATION BOARD ORDINANCE OF THE CITY OF RED LODGE, IN THE COUNTY OF CARBON, STATE OF MONTANA.**

#### **8-7-2: Purpose.**

These policies for the Parks, Trees and Recreation Board are intended to establish, improve, care for, regulate and manage a system of public recreation and public trees.

#### **8-7-3: Definitions.**

As used in this Chapter, the following words and terms shall have the meanings ascribed to them in this Section:

- A. City Trails:** Non-motorized trails on City-owned lands, City rights-of-way or City easements.
- B. Equipment and Structures:** Defined to include but not limited to picnic tables, benches, grills, playground equipment, bathrooms, storage sheds, trails, sports facilities, playing fields, swimming pools, signs and fences.

- C. **Parks:** All public recreation lands now existing in or to be developed within the City of Red Lodge and designated for public use.
- D. **Comprehensive Parks Plan:** A document that provides an inventory of existing parks, presents a vision for the maintenance and operations of existing parks and recreation facilities, and provides public officials a guide for making decisions on land acquisition, new park developments, budgeting, partnerships and park facility upgrades.
- E. **Annual Action Plan:** A prioritized one-year Plan, starting July 1, that includes maintenance and capital projects for Parks. This shall be the basis for the Parks budget.
- F. **Urban Forestry Management Plan:** A document that outlines a strategic approach to sustaining the City's community trees on a short and long-term basis.
- G. **Trails Plan:** A conceptual guide and strategy to develop a system of trails on public and private lands in the City of Red Lodge for non-motorized transportation and recreation for resident and visitor needs and interests. This plan should also show connections to trails or proposed trails in adjacent county lands.
- H. **Tree Inventory:** A Geographic Information System (GIS) database containing information regarding street tree species, size, condition and geographic location.

**8-7-4: Parks, Trees and Recreation Board.**

- A. **Established:** Membership of the Board shall total seven (7) members. All seven (7) members shall have full voting privileges.
  1. Six (6) members shall be area residents. Of these six members, a minimum of four (4) shall reside in the City of Red Lodge and up to two of these members may reside outside of the City limits but within five (5) miles of the City limits. The Mayor, with the approval of the City Council, shall appoint these members. Members of the board shall serve without compensation.
  2. The seventh member shall be a member of the City Council. The Mayor with the approval of the City Council shall appoint this member.
- B. **Term of Office:** The term of the six (6) members noted above shall be for three (3) years serving staggered terms with at least two members' terms expiring each January 1. As each member of the Board completes their term, the Mayor shall reappoint that member or appoint a replacement with the approval of the City Council. The term of the City Council member shall coincide with the term of their elected office.
- C. **Officers and Their Responsibilities:** Officers shall consist of a Chairman, a Vice-Chairman and a Secretary. The term of office shall be one year. Officers shall be elected by the Board at the first meeting of the Board after January 1 of each year.
  1. The Chairman shall preside at all meetings or appoint the Vice-Chairman to do so. The Chairman shall call special meetings when they are deemed necessary, with proper public notice in accordance with MCA 7-1-4135, and shall appoint committees and sign all official papers and plans. The City Council representative on the Parks Board shall serve as liaison to the City Council.
  2. The Vice-Chairman shall assume the duties and powers of the Chairman when called upon by the Chairman. If both the Chairman and Vice-Chairman are absent from a meeting the Board may elect a temporary Chairman.
  3. The Secretary shall keep the minutes of all meetings.
- D. **Staff Support:** The Parks Board shall receive support from a member or members of the City Staff designated by the Mayor.

1. The Staff shall assist in preparation of meeting agendas and give notice of all regular and special meetings of the Board in compliance with applicable State law. The Staff shall also maintain printed and electronic files of all studies, plans, reports and recommendations.
2. The Staff shall advise the Board in matters requiring public hearings and provide recommendations for conducting meetings so as to ensure that the hearings are conducted in accordance with 7-1-4131, MCA.
3. The City Council Parks Board member shall keep track of the dollar amounts budgeted to the Parks Board by the City Council, all expenditures and any grant monies or donations. The City Council Parks Board member shall provide monthly budget status reports at regular meetings and help coordinate preparation of a proposed annual budget to be submitted to the City Council before July 1 of each year.
4. The Staff shall inform the Parks Board of pending subdivision proposals requiring dedication of parkland or cash in lieu, certify expenditures of the cash in lieu and facilitate recommendations of the Board to the Planning Board and/or the City Council.
5. The Staff shall provide administrative support to the Board, as time constraints permit, by working jointly with the board on contract work to include solicitation, preparation, administration and documentation.
6. The Staff shall coordinate maintenance, repair and construction project needs with the Public Works Department as they arise.
7. The Staff shall notify the Board of any development that might require the removal or cause injury to any street tree or interfere with the fulfillment of the Urban Forest Management Plan. The Staff shall coordinate with the Public Works Director or other appropriate organizations to facilitate recommendations of the Board regarding such.
8. The Staff shall inform the Board of proposed requests for use or modification of Parks, City trails, street trees, and parks trees and plants. The Staff shall coordinate with the Public Works Director to facilitate recommendations of the Board regarding such.
9. The Staff shall provide administrative support to the Board, as time constraints permit, regarding grants by working jointly with the Board to provide draft documentation for grants to include preliminary eligibility determinations and grant application preparation, and once approved the administration and post wrap-up filing.
10. The staff shall provide administrative support to the Board, as time constraints permit, regarding their development of Memorandums of Understanding with organizations that assist in maintenance and operations of parks, City trails and/or equipment. Once approved, Staff will handle the administration and post wrap up filing.

**E. Duties and Responsibilities of the Board:** The Board is an advisory Board to the City Council and the Mayor. It shall be the responsibility of the Board to:

1. Develop by-laws that include, at a minimum, attendance requirements; date, time and place of regularly scheduled meetings; special meetings requirements; quorum; standard of conduct; parliamentary procedure; public nature of meetings and records; and amendment procedures.
2. Oversee the review and update of the Comprehensive Parks Plan to ensure that existing development and future growth are adequately accommodated. This Plan shall address development and maintenance of parks for both the short-term and long-term and be reviewed and updated at least every five years. The Board will make recommendations

to the City Council as to inclusion of the Comprehensive Parks Plan in the City Growth Policy.

3. Oversee the review and update of the City of Red Lodge Comprehensive Trails Plan, Rocky Fork Trails System, for incorporation in the City Growth Policy. This Plan shall outline a system of trails on public and private lands in the City of Red Lodge and adjacent county lands for non-motorized transportation and recreation and be reviewed and updated at least every five years. The Board will make recommendations to the City Council as to inclusion of the Trails Plan in the City Growth Policy, as well as options for coordination with the County regarding adjacent lands.
4. Oversee the review, update and implementation of the Urban Forestry Management Plan as detailed in Red Lodge Code 8-5-4. The Urban Forestry Management Plan shall be reviewed and updated at least every five years.
5. Oversee the development and update of a City Tree Inventory of street and park trees as detailed in Red Lodge Code 8-5-5. The City Tree Inventory shall be reviewed and updated at least every five years.
6. Maintain a list of preferred trees and trees not approved for use in parks, public rights of way and other City owned lands as detailed in Red Lodge Code 8-5-6.
7. Draft an annual Action Plan that includes maintenance and capital projects based on the Comprehensive Parks Plan, the Trails Plan and the Urban Forestry Management Plan. Subsequent to budget approval for the next fiscal year, revise as necessary and adopt the annual Action Plan.
8. Prepare an annual budget recommendation to the Council, by June 1, to implement the annual Action Plan.
9. Make recommendations to the City Planning Board regarding subdivision regulations to require the dedication of parkland and/or "cash in lieu" of parkland, as appropriate.
10. Develop and recommend to the Council rules for the use of parks by the public. (MCA 7-16-4222)
11. Provide and recommend to the Council penalties for the violation of the rules for the use of parks by the public. (MCA 7-16-4222)
12. Recommend to the Council the lay out, establishment, opening, alteration, widening, grading, paving, improvement or vacation of parks. (MCA 7-16-4101)
13. Pursue supplemental sources of funding in order to develop, maintain and improve parks to include, among others, investigating voluntary conservation easements, using City property as trading stock for acquisition of property needed to meet open space and parks goals, and recommending to the Council a tax levy for recreational facilities for the purpose of procuring, equipping and maintaining public parks, swimming pools, skating rinks and playgrounds. (MCA 7-16-4105)
14. Work cooperatively with other community organizations and encourage them to become involved in park and tree beautification projects.
15. Recommend other actions germane to parks, trails, open space and trees to the Council.
16. Develop comprehensive strategic implementation plans for specific parks as needed.

Effective Date:

This Ordinance shall be effective 30-days after approval of a second reading by the Red Lodge City Council.

Be it ordained by the Council Members of the City of Red Lodge.

First reading by the Council on the \_\_\_\_\_ day of \_\_\_\_\_ 2015



Second reading by the Council on the \_\_\_\_ day of \_\_\_\_\_ 2015  
PASSED AND APPROVED BY NO LESS THAN FOUR MEMBERS OF THE RED LODGE  
CITY COUNCIL THIS \_\_\_\_ day of \_\_\_\_\_ 2015

The City of Red Lodge

By: \_\_\_\_\_  
Ed Williams, Mayor

Attest: \_\_\_\_\_  
Loni Hanson, City Clerk

**Ordinance #919, Tree Regulations, 1<sup>st</sup> Reading/Public Hearing** Mayor Williams opened the public hearing for Ordinance #919, Tree Regulations, first reading.

Dan Seiffert, 840 Big Fork Circle, had a question under section 8-5-10.C, Side and Height Clearance, it reads “It shall be the responsibility of any person owning or occupying real property bordering any public right-of-way to prune or trim any trees, shrubs or other woody vegetation in such a manner that they will not encroach over or into the public right-of-way at a height of less than eight feet over sidewalks and fourteen feet over all streets, avenues and alleys”. Mr. Seiffert said the way it is written, it is unclear if that refers to trees that are just on that person’s property or trees that are on the right-of-way, or both. His concern is that under the current ordinance it is the responsibility of the adjacent property owner to maintain the trees on the right-of-way and this ordinance does not state that.

Mr. Seiffert also commented on page 6, under 8-5-14.D, Prohibited Trees, he thought it would be more flexible if it just referred to the Urban Forest Management Plan, because the list of trees could change and this way you would not have to redo the ordinance, just the Urban Forest Management Plan.

Mayor Williams closed the public hearing.

Motion by Schoenike, second by Brown to refer Ordinance #919 back to the Committee. On roll call vote, all Aldermen present voted “Aye”. Motion carried.

Foisy said there seems to be some more things to work out on this ordinance and it should be ready for first reading again at the next council meeting.

**Resolution #3395, Grace Period for Sewer Usage** Motion by Schoenike, second by Mahan to approve Resolution #3395, a Resolution to establish a grace period to allow users of the City Sewer System to install measures to remove irrigation water from their sewer calculation with the following amendments: on the second WHEREAS, it should read “the City Council passed”; Under NOW, THEREFORE, add 2015 after July 1; Under condition #2, add “improvements must be completed by December 1, 2015; Under condition #5 it should read “No credits will be granted for months other than July and August of 2015 nor will credits be granted after October 15, 2015”. On roll call vote, all those in favor, Aldermen Foisy, Mahan, Labrie, Schoenike, and Brown. Those abstained, Alderman Thompson. Motion carried.

**RESOLUTION NO. 3395**

**A RESOLUTION TO ESTABLISH A GRACE PERIOD TO ALLOW USERS OF THE CITY SEWER SYSTEM TO INSTALL MEASURES TO REMOVE IRRIGATION WATER FROM THEIR SEWER CALCULATION.**

WHEREAS, a Water and Sewer Rate Study was conducted for the City of Red Lodge, March 2015, to ensure that rates, charges and classifications are reasonable and just in accordance with MCA 69-7-101 and to ensure that undertakings are self-supporting in accordance with MCA 7-7-4424; and

WHEREAS, the Water and Sewer Rate study recommended a change in the methodology for calculating sewer usage from a four (4) month winter average of water usage to actual water usage as well as the creation of irrigation only meters; and,

WHEREAS the City Council of the City of Red Lodge advertised and conducted a public hearing on May 26, 2015 pursuant to the Rules and Regulations governing Water and Waster Water Service for the City of Red Lodge, Title 10, Chapter 8, Section 1and MCA Section 69-7-111; and

WHEREAS, the public notices regarding the rate increases encouraged users to read the Water and Sewer Rate Study and the associated public hearing included an explanation of the Water and Sewer Rate Study; and

WHEREAS, on May 26, 2015, the City Council passed Ordinance #916 on second reading and thereby changed the methodology by which sewer usage is calculated; and

WHEREAS, on June 9, 2015, the City Council passed Resolution #3386 changing the water and sewer rates effective July 1, 2015; and

WHEREAS, numerous users of the sewer system have indicated that they were unaware of the change in methodology for calculating sewer usage and have had insufficient time to install measures to remove the irrigation water from the sewer calculation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RED LODGE, MONTANA:

That the City Council of the City of Red Lodge, deeming it reasonable that members of the public may have overlooked the change of methodology for calculating sewer usage and wanting to provide adequate opportunity to install irrigation only meters or other approved measures to remove irrigation water usage from their sewer usage calculations, does hereby establish a grace period from July 1, 2015, to August 31, 2015, to allow users to make the appropriate adjustments to their plumbing. This grace period shall be subject to the following conditions:

1. The sewer usage for any month in question must be at least double the sewer usage of a typical bill in the previous year.
2. The user wishing to take advantage of the grace period must have been in touch with the Public Works Director to coordinate a change in the set-up of their system. The Public Works Director, or his designee, must inspect and approve the changes before any credit will be given. Improvements must be completed by December 1, 2015.
3. The user must submit either a letter or an email to the City Clerk indicating that they meet the above conditions and requesting to take advantage of the grace period.
4. Those who qualify shall be given a credit to their account for the difference in sewer usage charges. No credit will be given for water usage charges or for sewer minimum charges.

5. No credits will be granted for months other than July and August of 2015, nor will credits be granted for requests submitted after October 15<sup>th</sup> 2015.

Introduced at a regular meeting of the City Council on August 25<sup>th</sup>, 2015, by Council Member \_\_\_\_\_.

PASSED and APPROVED by the City Council of the City of Red Lodge this \_\_\_ day of August, 2015.

APPROVED by the Mayor this \_\_\_ day of \_\_\_\_\_, 2015.

CITY OF RED LODGE \_\_\_\_\_ Ed Williams, Mayor

ATTEST: \_\_\_\_\_ Loni Hanson, City Clerk

Schoenike said this began at the Public Works Committee meeting a couple of weeks ago, where it was brought to our attention that the Public Notice for the changes to the water and sewer rates was not clear as to the changes on calculating the sewer usage. This resolution will allow the users who did not fully understand the changes time to have their plumbing changed.

**Consultant Selection for Sewer PER** Foisy changed this agenda item to discussion. Foisy said they received seven proposals for the Sewer Preliminary Engineering Report and have short listed to three and will be doing interviews on Tuesday, September 01, 2015, at 2:00 p.m. Foisy said they will have a recommendation to the Council at the September 8<sup>th</sup>, 2015, Council meeting.

**Other Public Works items** Foisy said they are discussing a Stormwater Preliminary Engineering Report. They also have assigned Great West Engineering to study the force main engineering two weeks ago and they will be done in a month and then we will know the construction cost of going under Highway 212 with the force main.

Foisy said the trash cans have been removed from Rotary Park. Williams said it appeared that many people were using these trash cans as their place to drop off all of their garbage and filling the containers full, then leaving trash outside of the cans, causing a huge bear problem, so the cans were removed. Also, Williams asked Republic Services to bring a truck load of new cans to replace the ones that have been destroyed.

**CITIZEN REPORT** None.

**CORRESPONDENCE** None.

**MISCELLANEOUS** Labrie said the Cemetery Board met and they have been working with an excellent contractor to get the Mausoleum fixed.

Schoenike noted the funds for fixing the Mausoleum are coming from accounts that were allocated for capital improvements for the Cemetery.

Foisy said they are finalizing a Parks Annual report and will have it published in the newspaper soon and will have it on the City's website.

Foisy also said he will miss the September 8<sup>th</sup>, 2015 Council meeting.

Meeting adjourned 8:10 p.m.

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Mayor

ATTEST:

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City Clerk

