**Town of Dutton Council Meeting Minutes**

**Monday, February 6, 2023**

11 Main W, Dutton MT 59433

**Call to Order**

Mayor Fleshman called the regular monthly meeting of February 6, 2023, to order at 7:30 pm directly after the public hearing on rate increases adjourned.

**Present**

Susan Fleshman, Jeremiah Kjensmo, Sayde Wallace, Collette Anderson *from Great West Engineering*, Pete Klein, and Pat Bayala. Candace Ellsworth called in and Bob Dauwalder was excused. **Public in attendance**: Donna Chippewa

**Public Comment**

There was no public comment.

**January 2, 2023, Public Hearing Minutes**

The Mayor asked for questions or comments on the Hearing minutes. Hearing none Councilman Klein moved to accept the minutes as presented, the motion was seconded by Councilwoman Bayala and passed unanimously.

**January 2, 2023, Town Council Meeting Minutes**

Mayor Fleshman presented last month’s Council meeting minutes and asked if there were any questions or anything that needed to be added or changed. There were none. Councilwoman Ellsworth made a motion to accept the January 2, 2023 minutes as presented and the ones yet to come, Councilman Klein seconded the motion. Motion passed unanimously.

**Current Bills**

Mayor Fleshman briefly ran through the bills, and informed the Council that the large charge on the US Bank Credit Card was from ordering the new chlorine pumps. Councilwoman Bayala was wondering where the direct deposit payroll was at on the list as she has never seen her name on the bills list for checks. Motion to approve the bills as presented and those yet to come in by Councilman Klein, Second by Councilwoman Bayala. Motion carried unanimously.

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| --- | --- | --- | --- | --- |
| **Date** | **Num** | **Name** | **Memo** | **Original Amount** |
| **01/31/2023** | **ach** | **QuickBooks Payroll Service** | **Direct Deposit Checks** | **600.00** |
| **01/23/2023** | **ach** | **Town of Dutton** |  | **386.18** |
| **01/23/2023** | **E-pay** | **United States Treasury** | **816001257 QB Tracking # 1212640786** | **2,611.00** |
| **01/23/2023** | **E-pay** | **UI Contribution Bureau** | **009 9442 QB Tracking # 1214146786** | **113.54** |
| **01/18/2023** | **18520** | **Lumen** | **Services** | **745.31** |
| **01/18/2023** | **18521** | **MMIA** | **employee paid insurances** | **148.65** |
| **01/18/2023** | **18522** | **Northwestern Energy** |  | **225.12** |
| **01/20/2023** | **18523** | **Amazon Capital Services, Inc.** | **library 466.15, water 114.58, office 375.40** | **956.13** |
| **01/23/2023** | **18524** | **Montana Department of Revenue & Finance** | **4052615002WTH** | **503.00** |
| **01/23/2023** | **18525** | **Chemical Montana Company** | **Chemicals** | **2,612.00** |
| **01/23/2023** | **18526** | **TW Enterprises, Inc.** | **Generator maint.** | **355.00** |
| **01/23/2023** | **18527** | **Kjensmo, Jeremiah L.** |  | **964.24** |
| **01/24/2023** | **18528** | **Gouchenour, Evan B.** |  | **702.99** |
| **01/24/2023** | **18529** | **Northwestern Energy** |  | **2,454.49** |
| **01/24/2023** | **18530** | **MT Rural Water Systems** | **Rural water conference registration** | **1,250.00** |
| **01/30/2023** | **18531** | **MMIA WC Program** | **workers comp** | **1,264.89** |
| **01/30/2023** | **18536** | **Gouchenour, Evan B.** |  | **671.44** |
| **01/30/2023** | **18537** | **Kjensmo, Jeremiah L.** |  | **1,239.55** |
| **01/30/2023** | **18538** | **Wallace, Sayde M** |  | **1,238.12** |
| **01/30/2023** | **18539** | **Dauwalder, Robert M.** |  | **275.05** |
| **01/30/2023** | **18540** | **Fleshman, Susan J.** |  | **610.45** |
| **01/30/2023** | **18541** | **Klein, Frank P.** |  | **275.05** |
| **01/30/2023** | **18542** | **United Electric, LLC** | **Electric repair at vault** | **2,744.42** |
| **02/07/2023** | **18543** | **Century Link** | **Multiple Accounts for the Town of Dutton, MT** | **335.91** |
| **02/07/2023** | **18544** | **Dutton Drive In** | **meals** | **75.00** |
| **02/07/2023** | **18545** | **Energy Lab** | **Water Testing** | **53.00** |
| **02/07/2023** | **18546** | **Great West Engineering** |  | **918.50** |
| **02/07/2023** | **18547** | **Northwest Pipe Fitting** | **water main repair parts** | **941.77** |
| **02/07/2023** | **18548** | **Northwestern Energy** |  | **93.64** |
| **02/07/2023** | **18549** | **US Bank** | **Library county reimbursable $1058.45** | **3,289.67** |
| **02/07/2023** | **18550** | **Verizon Wireless** |  | **80.02** |

**Resolution 583 Raise Sewer Rates**

The Mayor called for any questions or comments about the Resolution, hearing none she asked if there was a motion. Councilman Klein made the motion to approve raising the Sewer rates, this was seconded by Councilwoman Ellsworth, and passed unanimously.

**Resolution 584 Raise Water Rates**

The Mayor called for any questions or comments about the Resolution, hearing none she asked if there was a motion. Councilman Klein made the motion to approve raising the Water rates, this was seconded by Councilwoman Bayala, and passed unanimously.

**Financial Review**

Finance Officer Kjensmo informed the Council that the AFR is in but has not been accepted yet. In order for that to happen they want our current long-term debt and something for the capitol assets as that is missing from the AFR because the Town does not have a completed list yet. Mr. Kjensmo then informed the Council that W-2’s are completed and have been sent out, and the State and Federal Taxes are all caught up right now.

**Stephens Construction Application**

Mayor Fleshman presented the application for the fence that has already been built in front of the small Stephens trailer. Councilman Klein commented that he would rather have the fence than not because it keeps the dogs contained. Councilwoman Ellsworth made the motion to accept the application, Councilman Klein seconded the motion and it passed unanimously.

**Assistant Clerk Request for Conference Funds**

Assistant Clerk Sayde Wallace requested funds for the Clerks Institute in May. The Council discussed the request stating that the training would be a good thing, but it would be a financial hardship for the Town to pay for the total cost of the Conference.

**Mayors Report**

Mayor Fleshman informed the Council that there were a couple water tests that were missed this year but they have since been taken and everything came back good. The DEQ requires that the Town send out a letter about the missed tests to inform our customers. This letter will be sent out with the CCR when we get that.

Mayor Fleshman told the Council about the vinyl fence at the Upper Park that was hit by a car or something similar. A Teton County Deputy responded to the call and took pictures of the damage so that we can turn it in to the Town’s insurance company.

**Upcoming Holiday**

There is one Holiday this coming month and that is Monday, February 20, Presidents Day

**Adjourn**

Meeting adjourned at 8:10 pm

