**Town of Dutton Council Meeting Minutes**

**Monday, June 5, 2023**

11 Main W, Dutton MT 59433

**Call to Order**

Mayor Fleshman called the regular monthly meeting of June 5, 2023, to order at 7:02 pm.

**Present**

Susan Fleshman, Jeremiah Kjensmo, Sayde Wallace, Bob Dauwalder, Pat Bayala, Candace Ellsworth, and Pete Klein. **Public in attendance**: Donna Chippewa, Candice Kelly, Kerri Tanner, and William Tanner.

**Public Comment**

After the introductions of the public in attendance Mayor Fleshman asked if there was any comment from the public. Ms. Tanner said she was here to observe and learn about the area. Ms. Chippewa requested that the Town put the agenda on the internet. She also had a complaint about the sewer smoking that the Town had recently done. She said she had townspeople come to her and complain about the smoke and that it was bad for their lungs. Mayor Fleshman and Public Works Director Kjensmo explained that this was a free service that was offered at short notice by the Rural Water, and that if people had smoke come in their house from this that it meant they have some sort of sewer leak and they should have called the Town with their concerns, so that we could have spoken to them and helped them to figure out any problems.

**April 3, 2023, Town Council Meeting Minutes**

Mayor Fleshman presented the April Council meeting minutes that had been omitted from the May packet. She asked if there were any questions, or if there were any corrections. There were none. Councilman Klein made a motion to accept the April 3, 2023, minutes as presented. Councilwoman Ellsworth seconded the motion. Motion passed unanimously.

**May 1, 2023, Town Council Meeting Minutes**

Mayor Fleshman presented the May Council meeting minutes. She asked if there were any questions, if there were any corrections, or any changes. There were none. Councilman Klein made a motion to accept the May 1, 2023, minutes as presented. Councilwoman Bayala seconded the motion. Motion passed unanimously.

**Current Bills**

Mayor Fleshman started with a short rundown of the Pool bills so far, noting that the boiler was worked on by HALCRO. There are also the Sewer and Water bond payments to be approved. The Law Enforcement Contract check, with the annual 3% increase, is also on the list this month. We will also be seeing a bill from UFI Sanitation again for a few months because the porta potty is back at the upper park. Councilwoman Bayala wanted to know more about the Law Enforcement check. Mayor Fleshman explained that this is the biyearly payment to the County Sheriff’s Department for their services. Councilwoman Ellsworth wanted to know more about the ATP bill. The Mayor explained that this was part of the bills that have started coming in for the pool maintenance, yearly prep, and the sand for the pool filters that is only changed every 7-10 years. 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** |
| **06/02/2023** |  | **QuickBooks Payroll Service** | **Created by Payroll Service on 06/01/2023** | **530.10** |
| **05/15/2023** | **18649** | **DEQ** | **certification renewals** | **100.00** |
| **05/15/2023** | **18650** | **Dutton Drive In** | **Meals** | **85.50** |
| **05/15/2023** | **18651** | **Energy Lab** | **CCR & Monthly testing** | **178.00** |
| **05/15/2023** | **18652** | **Great Falls Ace** | **park maintenance supplies** | **44.98** |
| **05/15/2023** | **18653** | **Lumen** | **Services** | **736.04** |
| **05/15/2023** | **18654** | **Northwest Pipe Fitting** | **backflow preventer for pool** | **812.64** |
| **05/15/2023** | **18655** | **Northwestern Energy** |  | **198.60** |
| **05/15/2023** | **18656** | **Recreation Supply co** | **pool supplies** | **2,038.48** |
| **05/15/2023** | **18657** | **United States Treasury** | **withholding** | **2,280.93** |
| **05/16/2023** | **18658** | **Gouchenour, Evan B.** |  | **1,654.12** |
| **05/16/2023** | **18659** | **Kjensmo, Jeremiah L.** |  | **1,206.02** |
| **05/16/2023** | **18660** | **Wallace, Sayde M** |  | **1,363.62** |
| **05/16/2023** | **18661** | **Sullivan Brothers Construction** | **Towns 1/3rd of school dig bill** | **2,001.45** |
| **05/19/2023** | **18662** | **Advanced Technology Products Inc.** |  | **2,003.20** |
| **05/19/2023** | **18663** | **US Bank** | **Library reimbursable 701.57, Office 1040.12** | **1,741.69** |
| **05/19/2023** | **18664** | **Verizon Wireless** |  | **80.02** |
| **05/22/2023** | **18665** | **Susan Fleshman** |  | **31.44** |
| **05/23/2023** | **18666** | **Kjensmo, Jeremiah L.** |  | **1,266.53** |
| **05/25/2023** | **18667** | **Marias Greenhouse** |  | **230.00** |
| **05/31/2023** | **18668** | **Dauwalder, Robert M.** |  | **275.05** |
| **05/31/2023** | **18669** | **Fleshman, Susan J.** |  | **610.45** |
| **05/31/2023** | **18670** | **Klein, Frank P.** |  | **275.05** |
| **06/01/2023** | **18671** | **Gouchenour, Evan B.** |  | **1,201.01** |
| **06/01/2023** | **18672** | **Kjensmo, Jeremiah L.** |  | **920.55** |
| **06/01/2023** | **18673** | **Wallace, Sayde M** |  | **1,108.34** |
| **06/05/2023** | **18674** | **Advanced Technology Products Inc.** | **pool repair supplies** | **7,185.09** |
| **06/05/2023** | **18675** | **Amazon Capital Services, Inc.** |  | **1,421.75** |
| **06/05/2023** | **18676** | **Century Link** | **Multiple Accounts for the Town of Dutton, MT** | **322.38** |
| **06/05/2023** | **18677** | **Choteau Acantha** | **Surplus sale notice ad** | **94.00** |
| **06/05/2023** | **18678** | **Dutton Drive In** | **Meals** | **144.25** |
| **06/05/2023** | **18679** | **Frontline Ag** | **switch for lawn mower** | **33.63** |
| **06/05/2023** | **18680** | **Great Falls Ace** | **Supplies** | **626.47** |
| **06/05/2023** | **18681** | **Halcro Heating and Cooling Inc** | **Boiler repair** | **1,048.80** |
| **06/05/2023** | **18682** | **Northwest Pipe Fitting** | **supplies** | **1.90** |
| **06/05/2023** | **18683** | **Northwestern Energy** | **Services** | **2,441.38** |
| **06/05/2023** | **18684** | **Teton County Clerk & Recorder** | **"Law Enforcement" +3% $15817.49, Judicial Services + 3% $1072.32** | **15,817.49** |
| **06/05/2023** | **18686** | **Verizon Wireless** |  | **80.02** |
| **06/05/2023** | **18691** | **Feldmann, Sarah M.** |  | **261.51** |
| **06/05/2023** | **18692** | **Baringer, Kimberly** |  | **185.09** |
| **06/05/2023** | **18693** | **UFI Sanitation** | **portable delivery** | **214.00** |
| **06/05/2023** | **18694** | **US Bank (sewer)** |  | **19,577.50** |
| **06/05/2023** | **18695** | **US Bank (water bond)** | **Water bond payments** | **22,390.00** |
| **06/05/2023** | **18696** | **US Bank** | **Library reimbursable 165.62, software licensing, institute hotel and expenses** | **2,241.34** |
| **06/12/2023** | **18700** | **Advanced Technology Products Inc.** | **pool supplies** | **487.61** |
| **06/12/2023** | **18701** | **Amazon Capital Services, Inc.** |  | **821.75** |
| **06/12/2023** | **18702** | **Energy Lab** | **Monthly water testing** | **106.00** |
| **06/12/2023** | **18703** | **Montana League of Cities and Towns** | **Membership Dues** | **165.00** |
| **06/12/2023** | **18704** | **Northwestern Energy** |  | **84.36** |
| **06/12/2023** | **18705** | **Torgerson's** |  | **2,049.05** |
| **06/13/2023** | **18706** | **MMIA** | **Employee paid insurance** | **148.65** |

**Financial Update**

Financial Officer Kjensmo informed the Council that we need to have a preliminary budget approved for the next fiscal year. Mayor Fleshman asked for a motion to accept last year's budget as next year’s preliminary budget. Councilman Dauwalder made the motion, and it was seconded by Councilwoman Ellsworth. It passed unanimously.

Financial Officer Kjensmo gave the Council up to date numbers through April 2023. The Audit is to begin on the 20th of June. Strom & Associates will be conducting it. We will then be submitting an audit in leu of AFR to the state.

Mayor Fleshman told the Council that the Town received a planning grant that we had been previously denied for $10,000.

**Mail in Ballot Resolution #585**

Mayor Fleshman told the Council that at this point there is only one person who has filed for the election in November. She asked for a motion to approve resolution 585 asking for a mail in ballot election. The motion was made by Councilman Klein, seconded by Councilwoman Bayala, and passed unanimously.

**City/County Library Update**

The City/County Library Board updated the contract between the Town and County. The update eliminated six words that limited where Library Board members can be from and opened it up a bit to make it easier to find people to sit on the Board. Mayor Fleshman asked if there was a motion to give her permission to sign the new contract. Councilwoman Bayala made the motion. It was then seconded by Councilwoman Ellsworth and passed unanimously.

**Gouchenour/Elkins Construction Application**

After a short discussion about the materials that would be used to build the fence and 10x10 porch Councilwoman Bayala made a motion to approve the construction application. The motion was seconded by Councilman Dauwalder and passed unanimously.

**Proff Construction Application**

Jon Proof turned in a construction application to tear down the old house on their property and put in a new modular home and a fence. The Council discussed the application and the plans. Councilman Klein moved to approve the construction application, it was seconded by Councilman Dauwalder and passed unanimously.

**Givens Construction Application**

After a short discussion about where in Town the property is located and the materials that were used in the fence. Councilman Dauwalder made a motion to approve the already completed fence. The motion was seconded by Councilwoman Ellsworth and passed unanimously.

**Mayors Report**

Mayor Fleshman informed the Council that the pivot is not yet running, and the lagoon is at 6’3”, RPH will be out to get it ready to run this season.

The Pool is getting ready to open for the summer and the lifeguards have been hired. Sara told the Mayor that she would not be managing the pool next year but that she would be happy to help train a new one this year and help them out a bit next year as well.

The Parks have been wet and full of people using them, so it has been hard to keep up on the mowing but, they are getting caught up. Susan talked to Colleen Campbell, and we will have someone to spray before Fun Day.

In other Town business, Double Arrow Veterinary came and did dog and cat day in May. There was a really good turn out with over 20 dogs and 15 cats. The planters at the Library, Office, and Shop had been planted before Memorial Day. The planter at the Library could use an update at some point. The front door frame has been repaired. The Mayor had notice that there had been some gravel work done on Grain Avenue by the County and asked that Councilman Klein pass a thank-you on to his boss.

**Upcoming Holiday**

The only holiday in July is the 4th which falls on a Tuesday. The Office will be closed that day.

**Next Meeting**

The next meeting was set for July 10, 2023.

**Adjourn**

Meeting adjourned at 8:28 pm

