**Dutton Town Council Meeting Minutes**

**January 7, 2019**

**Swearing in Ceremony**

Mayor Fleshman officially swore in Councilwoman Pat Bayala.

**Call to Order**

Mayor Fleshman called the meeting of January 7, 2019 to order at 7:03 pm at the Dutton Town Hall.

**Present**

**Mayor** Susan Fleshman; **Councilpersons**: Bob Dauwalder, Candace Ellsworth, Frank P. Klein; Pat Bayala **Public Works Director /Finance Officer/Clerk** Jeremiah Kjensmo; **Assistant Clerk** Becky Hagen; **Choteau Acantha** Vonnie Jacobson; **Public** Laura Nowlin

**Public Comment**

Laura Nowlin was at the meeting to listen but noted the Dutton Town Council Meeting in the Choteau Acantha said the meeting started at 7:30 instead of 7:00.

**December 10, 2018 Town Council Meeting Minutes**

Motion by Councilman Dauwalder, Second by Councilman Klein to approve the Minutes of December 10, 2018 Town Council Meeting. Motion carried unanimously.

**Current Bills**

Motion by Councilman Dauwalder, Second by Councilwoman Ellsworth, to pay the current bills as presented and those yet to come in. Motion carried unanimously.

**Financial Report**

There was not a financial report available at the time of the council meeting to discuss because the Town Office was still getting familiarized with ClerkBooks. The Mayor mentioned the Town Office had to order new checks because the first batch was missing a colon after the routing number and the checks would not be accepted electronically.

**Water Project Update**

Mayor Fleshman discussed that the water project was still in winter shut down but might resume mid-January. The Mayor also mentioned there was a delay in receiving the WRDA grant money. Contact was made with the grant writer Craig Erickson to determine why there was a long delay in receiving the WRDA draw. Craig Erickson specified that the person who oversaw the money was no longer employed and that someone replaced her indicating the grant money was just “sitting there.” Eventually, the Town got the WRDA grant and was able to pay Hard Rock Construction. Mayor Fleshman noted there is still WRDA grant money to draw from.

**WRDA Draw**

Motion by Councilwoman Ellsworth, Second by Councilman Klein, to approve the WRDA Draw in the amount of $2,013.00. Motion carried unanimously.

**SRF A Draw**

Motion by Councilman Dauwalder, Second by Councilman Klein, to approve the SRF A draw in the amount of $5,836.00. Motion carried unanimously

**SRF B Draw**

Motion by Councilwoman Candace, Second by Councilman Klein, to approve the SRF B draw in the amount of $5,190.00. Motion carried unanimously.

**Hard Rock Construction Payment #3**

Motion by Councilman Dauwalder, Second by Councilman Klein, to approve payment #3 to Hard Rock Construction in the amount of $156,055.15. Motion carried unanimously.

**Great West Engineering Payment**

Motion by Councilwoman Ellsworth, Second by Councilman Klein, to approve payment for services to Great West Engineering in the amount of $51,639.73. Motion carried unanimously.

**Montana Rural Water Conference**

The Montana Rural Water Conference is going to be held Wednesday, February 20 through Friday, February 22, 2019 in Great Falls. Public Works employee Evan Gouchenour is getting certified for sewer. Mayor Fleshman, Councilwoman Ellsworth and Councilman Klein are also attending the water conference.

**Mayor’s Report**

Mayor Fleshman mentioned a GPS grant, which would include software, with Collette Anderson from Great West Engineering. The GPS would map out the new valves, along with the sewer manholes and waterlines to locate any leaks or breaks. The Mayor discussed that the Christmas decorations were taken down after New Year’s Day. There was discussion about the dug out being blown over at the park, and the need to move the gate at the park by the swimming pool because a new curbstop and meter pit were installed. We cannot drive over the new meter pit. Mayor Fleshman mentioned that ClerkBooks has been time consuming, but progress is being made and the office is still leaning the software. Mayor Fleshman noted there was still nothing to read the meters with, and the engineers said they are working on getting the Town the equipment for meter reading. The first meter readings will not be accurate because the meters were installed a couple months ago. Mayor Fleshman mentioned Martin Luther King, Jr. Day is January 21 and the town office will be closed. Mayor Fleshman informed the Council of receiving a gift package from Great West Engineering, and candy from both Northwest Pipe and Campbell Aviation for Christmas.

**Adjourn**

The next Dutton Town Council Meeting will be February 4, 2019 at 7:00 p.m. at the Town Hall.

The Mayor adjourned the meeting at 7:48 pm.

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**Susan Fleshman, Mayor** **Jeremiah Kjensmo, Clerk**