

TOWN OF NEW RICHMOND
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Minutes of the Meeting

September 4, 2018 at 6:45 p.m.

Roll Call: Board Members Present, President Rebecca Scott, Council Members Luke Martin, Minnie Howard and Clerk/Treasurer Alaathea Foust.

Alaathea Foust Clerk/Treasurer presented approval for Minutes of 2019 Budget Hearing for August 14, 2018, Minnie H. made the motion to approve the Budget Hearing minutes, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried. Alaathea Foust Clerk/Treasurer presented approval for Minutes of the Meeting for August 14, 2018, Minnie H. made the motion to approve the minutes, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Amendments/Additions to Agenda: None

Streets/Maintenance: Luke M. said there will be a meeting this Friday about the installation of the lift station with Covalen, Brand Electric, Earl Heide and himself.

Water/Sewer: Not present.

Clerk/Treasurer: Alaathea F. presented Accounts Payable Voucher Register for August to the Board, Minnie H. made the motion to approve APV Register, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Alaathea F. presented the Billing Adjustment Register for the month of August to the Board, Minnie H. made the motion to approve the Billing Register, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Alaathea F. presented the Board with the Fund Report, Appropriation Report, Revenue Report and Bank Reconcilements for July 2018.

Alaathea asked the Board permission to pre-approve payment to Char's Accounting Service for \$146.25, due 9/19/18. Minnie H. made the motion to pre-approve payment to Char's Accounting Service, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Alaathea asked permission to use Promotional Funds for the Town Softball Game on September 29th for food and supplies. Minnie H. made the motion to give permission to use Promotional Fund for Softball Game, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Old Business:

Servline: Alaathea F. presented the quote from Keystone in the amount of \$450.00 for Key-Billing custom programming (Modification to customers with special codes report.) to be able to have the reports for the Servline insurance. Minnie H. made the motion to approve the quote from Keystone, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Main Street Group: Rebecca S. said I have had a meeting to talk about getting a Main Street Group together to improve our town. Alice McCloud and I scheduled another one and no one came. Rebecca S. said I still want to move forward on this if anyone wants to be a part of it please let us know. Roger Kunkel asked what it is all about. Rebecca S. said it is about improving our town's sidewalks, buildings and anything to do with revitalizing the downtown of New Richmond. It is a 20/80 grant opportunity for businesses.

New Business:

Job Requirements & Description for Police Officer: Rebecca S. said I have printed out the Montgomery County job description and it will be part of our job description once we decide what applies to our town. Other things to consider is do we want an already certified officer, County officers are allowed to use some of their equipment on other jobs, such as working for a town. After some discussion, Alaahea F. said as of right now we are able to pay \$600.00 a month which is \$15.00 an hour for 40 hours a month. When we are sure we have all the necessary equipment that we need in the year 2019, then we can decide to pay our officer more in 2020.

Radio for Police Car: Luke M. presented a quote for a portable police radio from J&K Communications, Inc. in the amount of \$1634.87, after some discussion Luke M. made the motion to approve the purchase of the police radio, Minnie H. seconded the motion, Rebecca S. called for a vote, motion carried.

Radar for Police Car: Luke M. presented a quote for a dual read radar gun for the police car from MPH Industries in the amount of \$1015.00, after some discussion Minnie H. made the motion to approve the purchase of the radar gun, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Mont. County Community Foundation Agreement: Rebecca S. said this agreement is a pass-through fund so that Donors can donate monies to the Town of New Richmond for new park equipment and restrooms. After some discussion, Minnie H. made the motion to approve the Mont. County Com. Foundation Agreement, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Quote for Street Repair: Rebecca S. opened and read the quotes for street work from Fox Paving & Construction, Milestone Contractors and Rieth-Riley Construction, after some discussion Luke M. made the motion to approve the Quote from Fox Paving for \$56025.00, Minnie H. seconded the motion, Rebecca S. called for a vote, motion carried.

Emergency Response Plan for Water: Rebecca S. said we are required by IDEM to have an Emergency Response Plan for Water this is a living document that needs to be kept updated. Minnie H. made the motion to approve Emergency Response plan for the Water, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

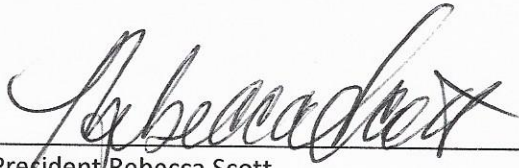
Ordinance 2018-11 Establish water Meter Upgrade Fund: Minnie H. made the motion to approve Ordinance 2018-11, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried. Minnie H. made the motion to suspend the rules and waive the second hearing for Ordinance 2018-11, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Ordinance 2018-12 Establish Lift Station Upgrade Fund: Minnie H. made the motion to approve Ordinance 2018-12, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried. Minnie H. made the

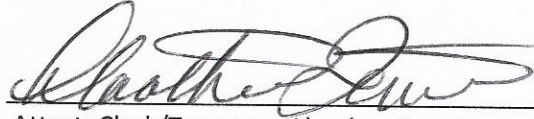
motion to suspend the rules and waive the second hearing for Ordinance 2018-12, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.

Public Comment: Rebecca asked if there were any comments from the public, there were no public comments.

Minnie H. made the motion to adjourn the meeting, Luke M. seconded the motion, Rebecca S. called for a vote, motion carried.



President/Rebecca Scott



Attest: Clerk/Treasurer Alaathea Foust



Council Member Minnie Howard



Council Member Luke Martin