

REGULAR COUNCIL MEETING ----- NOVEMBER 3, 2025

The Regular Council Meeting was called to order at 5:00 p.m. by Mayor Karst. The following Council members were present: Heitman, Ozark, Carr and Koski. Council members Austin and Nistler were absent. DPW Skubinna was in attendance. Candy Lagerquist, Kristie Brabeck, and Darcia Schindler were also in attendance. City Clerk Amundson, City Grant Writer Byers and City Attorney O'Brien attended via Google Meets. The media was represented by Michelle Bigelbach of the Glasgow Courier.

Mayor Karst led the Pledge of Allegiance.

Public Comment on any Agenda Item: NONE

Council member Koski made a motion approving the consent agenda including the payment of claims for November 3, 2025 in the amount of \$138,447.90, the Valley Court Apartment claims in the amount of \$3,875.89, the minutes of the October 20, 2025 Regular Council Meeting, **Resolution No. 3218** – A Resolution Establishing Budgetary Authority in the Victim Assistant Program for the Receipt and Expenditure of Additional Monies Received from the Montana Board of Crime Control, **Resolution No. 3219** – A Resolution Establishing Budgetary Authority in the City County Library Fund for the Receipt and Expenditure of Monies Received for the State Aid Per Capita, and **Resolution No. 3220** – A Resolution Establishing Budgetary Authority in the City County Coal Severance Tax Fund for the Receipt and Expenditure of Additional Monies Received for Coal Tax. The motion was seconded by Council member Carr, and carried unanimously.

Mayor Karst introduced and offered for adoption at first reading Ordinance No. 993 – An Ordinance Amending Section 6-4 of Ordinance No. 910 to Expand the Definition of “Livestock” and “Fowl”, and Thereby Amending the Code of Ordinances of the City of Glasgow, Montana. Council member Koski moved for the adoption of Ordinance No. 993 for first reading. The motion was seconded by Council member Heitman. Council member Koski asked if the quails needed to be out of the city limits by now, or if the owner of the quails will have 30 days to complete that. Mayor Karst stated they should've already been removed from the city limits before now, since our current ordinance was already in effect and this ordinance is just clarifying it and expanding the language of the current one in place. Motion carried. The second reading of Ordinance No. 993 will be at the November 17, 2025 council meeting.

Mayor Karst introduced and offered for adoption at first reading Ordinance No. 994 – An Ordinance Amending Section 34-128 of the Code of Ordinances of the City of Glasgow Pertaining to Sidewalk Specifications. Council member Carr moved for the adoption of Ordinance No. 994 for first reading. The motion was seconded by Council member Koski. Council member Ozark asked for clarification on the changes that are included in this ordinance. DPW Skubinna said the typographical error that was in paragraph one; the previous code had listed 400 psi and it should've been 4,000 psi and the other item that was included was a variance process for sidewalks. If the property owner would like to install something other than concrete for a sidewalk; they would have to fill out an application and it would go the Board of Adjustments for approval. Motion carried. The second reading of Ordinance No. 994 will be at the November 17, 2025 council meeting.

DPW Skubinna told the council that this is the rate study that had been discussed a few different times when projects and other funding opportunities were talked about. The rate study will analyze the water and sewer utilities. They will also take a look at the stormwater utility which is currently paid for out of the sewer budget and the city's street maintenance assessments. Council member Ozark asked City Clerk Amundson if a rate study had been completed when the water treatment plant project was being worked on. She told the council that we did have a rate study done, but it was done through Montana Rural Water at the time and same when the wastewater treatment plant was being done. Council member Ozark made a motion approving the professional services agreement between the City of Glasgow and Water & Environmental Technologies, LLC in the amount of \$75,000.00 for a Utility Rate Study. The motion was seconded by Council member Heitman, and carried unanimously.

Council member Koski stated that she had forgotten to contact Northwestern Energy about the electrical service at Smith Bike Park. This item will be moved to the November 17, 2025 council meeting for discussion and decision.

Unfinished Business – Levee Safety Committee Report – DPW Skubinna reported that the next meeting has been changed to November 19, 2025 at 2:00 p.m.

Committee Reports: There were no reports for Personnel, Water, Cemetery, or Ordinance. City Grant Writer Byers stated that she had finished up the final reports for the swim pool and fitness court grants. She mentioned that she has submitted a grant application to RRGL to update the city's growth policy. Council member Koski had contacted her to see if she can submit a grant application to Montana Main Street also to update the city's downtown revitalization plan and the MCEP grant application just opened, so she will apply for additional funding through them also. Council member Koski told the council that Montana Main Street has opened up additional grant funding this year and the pool of money has increase from \$100,000.00 up to \$750,000.00 and the grant maximum that can be awarded is \$100,000.00.

Department Head Reports:

DPW Skubinna told the council that he is aware of the issue up on 5th Avenue North and will work on having the contractor clean it up. The Daupler training will be on November 12th at 10:30 am. Also, data has been collected on the streets from the Cylv software and we should have a pavement preservation plan by early spring. Mayor Karst explained where the sewer line replacement project was on 5th Avenue North and currently it’s just filled in with dirt and gravel. He explained that the contractor who did the work is responsible for maintaining that area for a year. Council member Ozark asked DPW Skubinna about the patching of sewer line repairs. If the city were to go back and require the homeowners to be responsible for the patches, how would that work and would the city bill them for that patching that was done in front of their house? DPW Skubinna said that the city could certainly do that. Council member Ozark then wanted to know how Great Falls did it. DPW Skubinna stated that each individual entity was responsible for it and they would have to hire a contractor to do it. Council member Ozark then wanted to know how much the patching would cost if he had to pay for one. DPW Skubinna estimated about \$8.00 per square foot for just the asphalt patch. Kristie Brabeck said that she had paid the city \$5,698.00 to do the patch that was done near the housing authority. There was discussion on the current cost of sewer line replacement.

City Attorney O’Brien mentioned that City Attorney Pekovitch will be attending a union training this week.

City Clerk Amundson said that Danny from the cemetery had to order more vaults and the cost has increased. Currently if someone purchases a vault from the city, the cost is \$375.00 and the purchase cost is \$387.50 apiece. So, she wanted some direction from the council to see if they would want to look at increasing the city’s cost to cover the increase in the purchase cost. DPW Skubinna mentioned there are a couple different factors in this. The city has come into the role of a vault vendor and he’s not sure if that’s a role the city wants to take on. The reason we had initially purchased them is in the instance there needed to be a stacked burial and had someone wasn’t buried deep enough, so there may be additional topics that should be discussed during a cemetery committee meeting. City Clerk Amundson suggested that she will put together a cemetery committee meeting to discuss this before bringing a resolution to increase the cost of the vaults to the council. The council agreed to this.

Michelle Bigelbach from the courier asked the council why Aberdeen and Bonnie Streets weren’t blocked off for Halloween. There barricades were there, but weren’t put out. Mayor Karst will check with Chief Weber to see why this did not happen. Law Enforcement is supposed to be in charge of putting them out and the mayor has done it the past couple of years. The whole point of closing off those two streets is to make it a safe area for kids to trick-or-treat.

There was no mayor’s report.

Public Comment: NONE

Council member Koski made a motion to adjourn the meeting. The motion was seconded by Council member Carr the meeting adjourned at 5:29 p.m.

ATTEST:

Stacey A. Amundson
Stacey Amundson
City Clerk-Treasurer

Rod Karst
Mayor