

REGULAR COUNCIL MEETING ----- DECEMBER 1, 2025

The Regular Council Meeting was called to order at 5:00 p.m. by Mayor Karst. The following Council members were present: Carr, Austin, Nistler, and Koski. Council members Ozark and Heitman were absent. DPW Skubinna, was in attendance. Candy Lagerquist, Kristie Brabeck, Darcia Schindler, and John Bach from Interstate Engineering were also in attendance. City Clerk Amundson and City Attorney Pekovitch attended via Google Meets. There was no media representation.

Council member Nistler 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 December 11, 2025 in the amount of \$163,429.89, the Valley Court Apartment claims in the amount of \$979.08, the minutes of the November 17, 2025 Regular Council Meeting, and Resolution No. 3221 – A Resolution Establishing Budgetary Authority in the Montana Main Street Grant Fund for the Receipt and Expenditure of Additional Monies Received for the Local Match Due to the Overage Costs of Wayfinding Signage Contract. The motion was seconded by Council member Nistler, and carried unanimously.

Council member Nistler made a motion approving the purchase of Chamber Bucks in the amount of \$100.00 for each full-time employee and \$50.00 for each part time employee. The motion was seconded by Council member Koski. Council member Carr abstained; motion carried.

Council member Austin made a motion approving the October 2025 financials. The motion was seconded by Council member Koski, and carried unanimously.

Council member Carr made a motion reappointing Neil Chouinard, John Kulczyk, and Rod Fargo to the Board of Adjustments for another three (3) year term effective December 2, 2025. The motion was seconded by Council member Austin. Council member Koski asked what the Board of Adjustments does. Council member Carr said that if someone has a complaint about their taxation and how they are evaluated for their structures. DPW Skubinna stated they would also field appeals of zoning determinations. They don't meet often, only on an as needed basis. Motion carried.

Mayor Karst told the council that the prices have increased and the committee met and decided to increase the sale amount to cover the cost itself and to cover a portion of Dan Miller's travel expenses to pick them up. Council member Koski asked if the city was going to quit selling them to the mortuary directly. Mayor Karst said that the committee didn't specifically say that, but would like to keep some on hand if they are needed for those who have preplanned their services or if there are multiple burials. Council member Nistler made a motion approving the cemetery committee's recommendation to increase the vault sale price to \$400.00. The motion was seconded by Council member Austin, and carried unanimously.

Council member Koski reported that she had spoken with Levi Sugg from Northwestern Energy and the electrical service for Smith Bike Park can be run from the Northside Fire Hall, but the line would have to be run underground and they would have to trench through the street. The council agreed that they did not want to tear up the new pavement on the street. Council member Austin wanted to know who was going to pay for all of this. Council member Koski said that TBID has paid for the work that has been completed so far. Council member Koski will get estimates to see what it would cost to bore under the street. Council member Austin suggested getting a quote from Tyler Hayder. Kristie Brabeck said that Wang Construction comes up from Sidney that does work for MDU and John Bach mentioned Macon Construction out of Nashua also does boring services. DPW Skubinna asked Council member Koski if there would be an opportunity to run the electrical line overhead and set electrical poles, which may be a cheaper option. Council member Koski will get estimates for both boring and setting poles for the electrical service and this item will be placed on the December 15, 2025 council meeting agenda.

Unfinished Business – Levee Safety Committee Report – DPW Skubinna said the next meeting will be December 17th at 2:00 p.m.

Committee Reports: There were no reports for Water, Cemetery, Grant, or Ordinance. Mayor Karst asked DPW Skubinna if he wanted to update the council on the shifting in positions with Dan Miller retiring at the end of December. DPW Skubinna said that the water department position should be talked about. He received the paperwork back from Mr. Rodriguez to start the background check, which is in progress and should be completed by next week. He would like the council to approve moving forward with the second applicant, depending on how the shift in positions plays out. He also said he has two (2) good candidates for the water operator position and currently one vacancy, but if other employees within the city move to other positions, there may be a second opening in the water department. DPW Skubinna also reported on the one application he has received for the cemetery position opening. He still needs to set up an interview for that candidate. Then if the personnel committee decides that the applicant may not be suitable for cemetery position, then it would be advertised externally. Council member Nistler mentioned the city isn't that large of an organization to have so many different departments. The discussion continued on who is considered a direct supervisor and foreman in the public works departments. Council member

Koski wanted to know what the pay difference is between the cemetery position and the street foreman position and if the cemetery vacancy is filled by the current street foreman will there be a wage increase. Mayor Karst said that they should be pretty close in pay and shouldn't be a change in wage. DPW Skubinna said that when each department has primary responsibilities it assists with crafting job descriptions and having each position classified.

Department Head Reports:

City Attorney Pekovitch mentioned Code Compliance Officer Dees has mailed out warning letters for nuisance lots. Most of Officer Williams cases are closed, with only one pending, so he will not have to return to town. She also has two (2) trials scheduled for this month.

City Clerk Amundson told the council that the pay difference in the cemetery position and street foreman position is \$.86. She is advertising for the next two (2) weeks the board openings the city has and it was included in the packets, so if they know anyone who may be interested in sitting on any of them, they can submit a letter of interest by the end of this month. She also stated that she will set up a personnel committee meeting either before or after the next council meeting to review the minor changes to the Chief of Police's job description, so the city can start advertising for his position before he retires.

Mayor Karst reported for Chief Weber, that interviews were held for a part-time officer and a staff member for the Victim Advocate position. The third applicant that was supposed to be interviewed for the reserve officer was unable to be there.

There was no mayor's report.

Public Comment: Candy Lagerquist wanted to know if there was a policy or procedure in place on how insurance claims are handled. She said she asked to be on the agenda and was told that she couldn't because she has an open insurance claim with the city. She also asked if there was a certain dollar amount required before the claim is submitted to the insurance company and if the council has any say on if it's submitted to the insurance company or not. Mayor Karst told Candy that any insurance claim like this one automatically gets submitted, along with any water breaks that cause damage to other's personal property. The council doesn't get involved until the claim is closed. If the claim is denied, the city can request the insurance company to review the claim again. Council member Koski explained the process that she had to take when a water line broke on her property. City Clerk Amundson explained that any claim that comes to the city gets submitted to MMIA, then depending on their decision, it can come back to the city council for them to decide on how they would like to proceed depending on the claim. Candy voiced her frustration with the adjuster that is working on her claim. Mayor Karst told Candy that this issue will not be debated tonight since MMIA is working on it. Candy then asked do we wait for their decision, then go from there. Mayor Karst said yes. Council member Koski suggested to Candy to get her insurance company involved to "go to bat" for her, that's what her insurance company told her to do. Candy said that she had talked with her insurance company and they decided it would be best if she could handle it herself; that way she didn't have a claim through her insurance company and have her rates increase.

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

ATTEST:

Stacey A. Amundson

Stacey Amundson
City Clerk-Treasurer

Rod Karst
Mayor