

**TOWN OF MANHATTAN
Thursday, June 8, 2023
Regular Meeting
MINUTES**

Mayor Traig Howells called the meeting to order in the Town Meeting Room at 207 S. 6th St. at 7:00 P.M. Present were Council Members Ryan Engbretson, Betsy Mancuso, Josh Powell, and Morgan Taylor. Also present were Town Attorney Jane Mersen, Town Engineer Kyle Scarr, Town Planner Scott Hazelton, and Clerk/Treasurer Pam Humphrey. Twelve members of the public were present. Two members of the public were present by Zoom.

PUBLIC COMMENTS:

Dan Ryan, 314 S 5th St: He asked about the update on the plant.

WRRF PROJECT UPDATE:

Matt McGee, TD&H: He gave a general update of the project. The project has been going seamlessly. Moving toward bidding. They have received DEQ approval on designs and specs, with one pending comment. They are still working on groundwater discharge permitting. The adjacent property impacts the aquifer at the RIB. They will need to redo the flood basin testing in the spring, but the DEQ is optimistic. The site title opinion is finished with a mixing zone easement in place. He presented some notes referencing the flood irrigating issue. He spoke about the options that the Town would have regarding the issue. The permitting has extended the schedule approximately 6 months. They are working to balance the scope with an updated budget. Instrumentation and control scope of work is currently in construction, but they are going to have AE2S do it instead of the contractor. They are attending regular funding calls. He talked about the timeline. The screwpress may be delivered by late summer. The project should be finished within a year.

Kyle Scarr, TD&H: He gave an update on the cost share discussions with Amsterdam/Churchill. The current agreement outlines the cost share for maintenance and improvements to the plant. He explained the projected cost share ratios. The overall loan and Town match is lower than anticipated prior to the estimated final flow information. The Town has received more grant funding than originally projected. They will meet with Amsterdam/Churchill again soon with a final percentage breakdown of the cost share. The current agreement also talks about the wastewater strength allowed. Any changes to capacity could address that in more detail.

YADON SUBDIVISION EXEMPTION:

Motion- Engbretson; Second- Powell; Vote- Unanimous: Motion passed to recommend approval of the Yadon Subdivision Exemption to the Gallatin County Commission.

Scott Hazelton, Town Planner: The Yadon exemption is for a boundary line adjustment. There are multiple parcels in the property. They are proposing to move 3 boundary lines to change the size of some of the parcels. He explained the changes in the acreage.

The Town council will send a recommendation to the County Commission. He recommends a favorable recommendation to the County Commission.

Bob Yadon, Applicant: He explained what they are planning to do with the changes.

BECK SUBDIVISION EXEMPTION:

Motion- Mancuso; Second- Engbretson; Vote- Unanimous: Motion passed to recommend approval of the Beck Subdivision Exemption to the Gallatin County Commission.

Scott Hazelton, Town Planner: He explained that this is a family transfer of a parcel. It is unzoned County land. He explained the changes to the property and the parcels created. Not an attempt to evade subdivision regulations. He recommends a favorable recommendation to the County Commission.

Travis Radoff, Applicant: He stated that they just want to build on his wife's family's land.

ON CALL PLANNER SERVICES:

Motion- Mancuso; Second- Powell; Vote- Unanimous: Motion passed to continue using Hyalite Engineering for Planning Services with Scott Hazelton assisting remotely until October 12, 2023.

Scott Hazelton, Town Planner: He explained the timeline and how the process will be reviewed. Hyalite is currently pursuing a replacement planner.

Councilwoman Mancuso: She stated that she was concerned about having a remote planner and would prefer to have someone in the area. She asked about the cost.

Councilman Engbretson: He reminded the Council that there is a contract with Hyalite, so it is up to the engineer to provide a solution.

FY 2023-2024 PAYROLL MATRIX:

Motion- Mancuso; Second- Powell; Vote- 3 for (Mancuso, Taylor, Powell), 1 against (Engbretson): Motion passed to approve the payroll matrix for the 2023-2024 fiscal year.

Mayor Howells: He stated that a committee was formed to review the matrix. It was first updated extensively last year, so wanted to look at it to see if there were any further adjustments needed. They want to remain competitive and retain employees. They cleaned up the matrix and added certifications and educational points also.

Councilwoman Mancuso: She stated that she is comfortable with then new format. They reviewed the job positions and what is required of them. The last meeting was productive and streamlined. The matrix is simplified so it is better and easier to read. They want to keep people and pay fair wages.

Councilman Powell: He stated that he was glad that the Police Department was at the meetings. They looked at surrounding areas and tried to be competitive. It will affect the funds available for projects around Town. The employees will be taken care of, but less money will be available for projects.

Councilman Engbretson: He asked about average percentage increase and the Police mill levy. He asked about the differences in percentage of increase for different employees.

The Clerk explained the Police Salary mill levy.

Chief Hengel: He explained the police department certifications that officers can earn. He explained the value to the Town and department of having the certificates. Instructors can save the department money by not having to hire outside trainers.

Glen Clements, 709 Madison Ave: He stated that he was on the payroll committee last year and was heavily involved. He explained the process that happened last year. He stated that he feels that there is too much of a 2-year increase for several employees.

SET SPECIAL MEETING FOR DEPARTMENT BUDGET REQUESTS:

A special meeting was set for Thursday, June 15, 2023, for departmental budget requests.

PARK BOARD UPDATE:

Ryan Engbretson: The Park Board got some capital requests to Jeff. They also talked about the Park watering schedule.

MAYOR'S REPORT:

- He has met with Jeff and Audrey regarding watering in the park. The system is shut down currently. The entry and dog park are on their own controls and schedule.

CONSENT AGENDA:

Motion- Engbretson; Second- Mancuso; Vote- Unanimous: Motion passed to approve the Consent Agenda.

Town Licenses: Energy Transition Partners, Inc, Turner Plumbing, Inc, Agates Books, and T&T Electrical LLC.

Approval of Minutes: Regular Meeting minutes from May 11, 2023.


Claims: Dated 05/12/23 – 06/08/23 totaling \$ 188,890.54.

ADJOURN:

Motion- Mancuso; Second- Engbretson; Vote- Unanimous: Motion passed to adjourn the meeting.



Mayor



Clerk/Treasurer