

**TOWN OF MANHATTAN
Thursday, September 14, 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, and Josh Powell (by phone). Morgan Taylor was excused. Also present were Town Attorney Jane Mersen, Town Engineer Kyle Scarr, Town Planner Scott Hazelton, Police Chief Dennis Hengel, Plant Operator Todd Eyman, and Clerk/Treasurer Pam Humphrey. Eight members of the public were present. One member of the public was present by Zoom.

PUBLIC COMMENTS:

Dan Ryan, 314 S 5th St: He would like the Council to consider creating a register to be able to come get a key to dispose of tree trash.

COMMUNITY NEEDS ASSESSMENT - HRDC:

Krista Dicometis, HRDC: She shared the findings of the 2022 Needs Assessment. HRDC serves Gallatin, Park, and Meagher Counties. The results have changed significantly since the previous 2019 survey. She explained the methodology, some of the housing data, the overall assessment data, and Manhattan specific data. The next step is to draft a strategic plan with communities. They look at current programs, providers, policy, and promotions. The complete report is on the HRDC website.

WRRF ENGINEERING BUDGET AMENDMENT:

Motion- Engbretson; Second- Mancuso; Vote- Unanimous: Motion passed to approve the Manhattan WRRF Amendment #3.

Kyle Scarr, Town Engineer: He explained the changes to the budget. There are some items that were going to be done in the Construction portion of the project, but they can be done in the Professional Services portion instead. He clarified that the Professional Services budget is where the costs are shown. The construction budget was not included in this amendment. The construction budget will increase for some equipment from the original. He informed the Council that they are waiting for the final groundwater discharge permit for the RIB. Prior to getting the permit, they are working with the adjacent landowner to change his irrigation type. The discussions have gone well. If that holds it up too much, there is an option to split the project to get the screw press installed and work on things in the plant.

Kelsey Wagner, AE2S: Integration and Controls were taken out of the construction side of the budget and put into the engineering side. The budget is estimated on time and materials.

Council questions included clarifications of the budget, questions about estimates of costs and how those costs are calculated. They discussed questions about travel expense estimates. They discussed making the project into 2 phases and installing the screw press before the rest of the project.

Todd Eyman, Plant Operator: He stated that the current PLCs are outdated, and batteries are dead. The current contractor quoted \$170,000 for new batteries for outdated equipment. New PLCs are part of the projects, so it makes sense to get all new ones and have the same contractor for support. Meters for flow are also being added because the current one needs to be replaced. The labor to replace the new type meters is much less.

Dan Ryan, 314 S 5th St: He asked if the previously proposed rates will change with these proposed increases to the budget.

Bill Leuhrs, Pioneer Crossing: He asked about the Pioneer Well DNRC permit. He asked about the timing of the DEQ permit, so that the DNRC can issue the well permit. He asked if the irrigation issue does not get resolved, will that affect the well permit.

ORDINANCE NO. 23-002 – NOISE AND VEGETATION – Second Reading:

Clerk Read Public Hearing Notice

Public Hearing

Scott Hazelton, Town Planner: He made some edits based on Council comments from the First Reading.

No public comments.

Discussion/Decision

Motion- Mancuso; Second- Powell; Vote- Unanimous: Motion passed to approve Ordinance No. 23-002, an Ordinance of the Town Council of the Town of Manhattan amending Title 4, Chapter 2 of the Manhattan Municipal Code, to further define a Public Nuisance to include noise and excess vegetation.

Jane Mersen, Town Attorney: She explained summary abatement and the fire hazard abatement processes.

Council discussed the grass height for nuisance grass.

GROWTH POLICY AMENDMENT PROPOSAL:

Motion- Mancuso; Second- Engbretson; Vote- Unanimous: Motion passed to approve proposal SR3-1 for the Growth Policy Update.

Scott Hazelton, Town Planner: He took the options to the Planning Board at their August meeting, and they recommended the first option to amend the Growth Policy with portions of the Gallatin County Growth Policy. The quote covers community meetings and outreach as well as Council and Commission meetings. The option would take 6-8 months to finish. He described the other two options.

Funding was discussed. Community engagement was discussed.

Kristen Swensen, 9501 Frontage Rd, Planning Board member: She encouraged the Council to support option 1. She has been to the meetings with the commissioners. The county representatives are planning to educate the County Commissions regarding what the agriculture producers in the jurisdictional area do. Planning board members are volunteering their time above the Planning Board meetings to make this happen.

ZONING AND SUBDIVISION REGULATION UPDATE PROPOSAL:

Scott Hazelton, Town Planner: He stated that he feels that this project is going to be substantial. As applications are being taken, and code reviews are done, everyone should email Scott any questions or changes that may be necessary.

CDBG GRANT PROPOSAL:

Motion- Engbretson; Second- Mancuso; Vote- Unanimous: Motion passed to approve SR4 to apply for a CBDG grant.

Scott Hazelton, Town Planner: He stated that this is the most popular grant for funding planning items. The grant application is due Nov 1st. He would like to apply for this grant to cover the update of the zoning codes and subdivision regulations.

Kristen Swenson, 9501 Frontage Rd: She stated she has been in on the rewriting of several of the Planning Board updates. She would like to have this item brought to the Planning Board to see if they would be open to helping with the updates.

Ryan Miller, 707 Madison: He stated that the Growth Policy and Zoning and Subdivision regulations should be paid for if need be. There is a time and place to invest in the rewrite of the Zoning and Subdivision Policy. Spending money on a good plan is money well spent.

RESOLUTION NO. 23-007 – CANCEL MAYOR RACE ON BALLOT:

Motion- Mancuso; Second- Engbretson; Vote- Unanimous: Motion passed to approve Resolution No. 23-007, a resolution of the Town Council of the Town of Manhattan, Montana cancelling the November 7, 2023 election for Mayor and declaring the candidate elected by acclamation.

SEWER UPDATE:

Councilman Powell: He stated that Todd and Steve are very appreciated for what they do as Plant operators.

PARK UPDATE:

Councilman Engbretson: He stated that the order for new playground equipment has been placed with possible delivery in October. The Park Board has reached out to Martel Construction to install the equipment. The employees need to have volunteer hours to receive bonuses. A new rink liner has been ordered and received. The Park Board would like to have the park employees put up signage when they are spraying weeds. They are concerned about the watering schedule and head placement in the park. Tree City USA and Arbor Day grant pictures were sent to the Office.

MAYOR'S REPORT:

He gave a Public Works update:

- Frost heaves will be fixed soon.
- Fall hydrant flush is coming up.
- Street sweeping is coming up.
- They did a milling project at Cedar and Washington.

CONSENT AGENDA:

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

Kennel Licenses: Josh Hemenway, 206 Pine St.

License to sell alcohol: Heavyweight, LLC dba The Auto Inn

Town Licenses: Wegner Roofing and Solar and B5 Inc dba Dusty's Sprinklers

Approval of Minutes: Regular Meeting minutes from August 10, 2023.

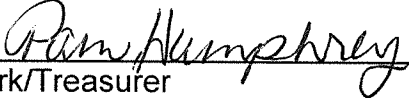
Claims: Dated 08/11/23 – 09/14/23 totaling \$ 475,639.47.

ADJOURN:

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



Mayor



Clerk/Treasurer