

Fairfield Town Council Meeting Minutes
January 10, 2024

Mayor Loren Tacke called the regular meeting to order at 6:30 p.m.

Those Present: Council Members: Carmen Staigmiller, Scott Hoyt, and Chuck Brown; Public Works Department, Chuck Dale; and Clerk/Treasurer, Tammy Comer.

Also Present: Vonnie Jacobson, Choteau Acantha.

Approval of Minutes: None. December 13, 2023, will be approved at the February 14, 2024, meeting.

Public Comment: None

Agenda Changes, Deletions, or Additions to Reports: None

Old Business: None

New Business:

- A) Mayor Tacke stated that the pool manual and other pool documents he had been working on were sent to MMIA for review and input before presenting to the council. He added that the other pool manual was out of date and needed to be revised. The council reviewed the pool manual and made a few changes. After making changes to the pool manual, Councilor Staigmiller made a motion and Councilor Hoyt seconded the approval of pool manual. The motion carried by a vote of 3 ayes and 0 nays.
- B) Mayor Tacke said he also cleaned up the pool rules and slide rules so they coincided with each other. He said that ongoing training was important so he created that document to ensure lifeguards had training throughout the pool season. He also created a medical information form in case patrons had allergies, physical limitations or other medical conditions related to swimming. Having this information will help the lifeguards in case of an emergency. The medical information form will be available for any patron who wants us to have their information on file. Councilor Hoyt made a motion and Councilor Brown seconded the approval of the pool rules & regulations and the ongoing training basics. The motion carried by a vote of 3 ayes and 0 nays.
- C) Mayor Tacke explained in HB 819, the Department of Commerce had planning grant money available for any municipality interested in applying. He stated that the deadline to turn the grant applications in was February 9th by 5:00 pm. He said with the short window to submit applications, we would need council help to meet the deadline. The town could apply for money to create a growth policy, but since the Town did not have a growth policy, they would need to start from square one. The application needs to have a plan of action for the growth policy, good narrative, pictures, and letters of support from the community. This is a competitive grant, scored on the above-mentioned items, and approximately thirty-three grants will be awarded. Mayor Tacke said he and Mrs. Comer spoke with Great West Engineering and they stated they are extremely busy and would not be able to do the planning grant but would be able to assist in putting the grant application together for submittal. The council agreed to pass on this grant opportunity but would like to look at creating a growth policy in the future.
- D) Since the Council agreed to pass on the grant opportunity at this time, there was no need for the action item to authorize the Mayor to sign documents for the planning grant.
- E) Councilor Brown made a motion, seconded by Councilor Hoyt to approve task order #11 to create a wastewater PER. The motion carried by a vote of 3 ayes and 0 nays.

- F) Councilor Staigmiller made a motion, seconded by Councilor Hoyt to approve task order #12 to create a water update PER. The motion carried by a vote of 3 ayes and 0 nays.

Committee Reports:

- A) Fairfield Volunteer Fire Department: Fire fighter, Chuck Dale stated everything was good at the fire department. He said the rifle raffle went well, doubling their money.
- B) Teton County Sheriff's Report: No one was present and no report was submitted from the Sheriff's Office but reports were submitted for November and December. No report from the Prosecuting Attorney, and the JP had no cases for the month of December.

Business Licenses and Zoning & Encroachment Permits: None.

Mayor's Report:

- A) Mayor Tacke stated he received an anonymous dog complaint. He reached out to the Mayors listserv to see what other communities did with anonymous complaints. Every community that responded said they did not respond to anonymous complaints. Mayor Tacke said they now have a complaint policy that requires a form to be filled out, signed and turned in to the town office. He spoke with the prosecuting attorney who said there was no way to prosecute anonymous complaints. He said the complaint form is on the town's website or upon request at the town office. The form must be signed by the complainant for the Mayor to respond. Mayor Tacke said he keeps all complaints on file, whether signed or not.
- B) Mayor Tacke said he scheduled a free four-hour defensive driving class with MMIA. MMIA would teach the class at the firehall on March 13, 2024. There are forty participants, including the Fairfield Fire Department and Fairfield Public Works. Mayor Tacke also invited the Choteau Public Works and Fire Department to attend the class. He thought this class may reduce the risk of accidents and lower insurance rates overall. Since this class conflicts with the March council meeting date, he asked the council to consider moving the council meeting to Tuesday, March 12th or Thursday, March 14th. The council agreed to have the meeting on Tuesday, March 12th at 6:30 pm.

Department Reports:

- A) Public Works Department, Chuck Dale reported that the wells were about a foot lower than this time last year. Chuck said he and Nick installed LED lights in the shop to increase brightness and lower the electric bill. They temporarily installed one of the LED lights above the council table to show the difference between LED and the florescent lights. They plan to install the LED lights throughout the office when they get free time. There will be a huge savings with Nick and Chuck purchasing and installing the LED lights.

Councilor Hoyt asked about the nitrates/nitrites. Chuck said that the tests were submitted and they were waiting for the results.

- B) Clerk/Treasurer, Tammy Comer went over the expense budget to actuals through December 2023. She stated that everything looked good and was just under fifty percent of the budget through the second quarter of the year. The council had no questions about the budget to actuals.

Town Council Reports: None

Approval of Monthly Claims: Councilor Brown made a motion and Councilor Hoyt seconded the approval of claims 965993 and 965994 for \$216,307.88 and claims 965995-966036 for \$76,229.09. The motion carried by a vote of 3 ayes, and 0 nays.

Public Comment: none

Councilor Hoyt made a motion and Councilor Brown seconded to adjourn the meeting. The motion carried by a vote of 3 ayes, and 0 nays. The meeting adjourned at 7:31 p.m.

The next regular Town Council meeting will be Wednesday, February 14, 2024, at 6:30 pm in the Town Office.

Loren B. Tacke, Mayor

ATTEST:

Tammy L. Comer, Clerk/Treasurer