

Dinner will  
be provided

## Committee of the Whole

City Hall-247 N. 9<sup>th</sup> Avenue

June 10, 2024

6:00 p.m.

### AGENDA

I. Fiscal Year 2024 - 2025 Budget

V. Adjourn

This notice is being posted in accordance with M.C.A. 7-1-4142

Office of the City Clerk-Treasurer  
Sandy Donley

Posted: City Hall  
US Post Office  
Rosebud County Courthouse

Date: June 7, 2024

CITY OF FORSYTH  
CITY COUNCIL MEETING AGENDA  
CITY HALL COUNCIL CHAMBERS  
247 NORTH 9TH AVENUE



MONDAY JUNE 10, 2024

7:00 P.M. COUNCIL PROCEEDINGS

I. PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENT – The public may address the Council on any public matter that is not on the agenda. There will be no discussion of personnel. The Council will take no formal action at this point in the agenda. Public comment will be incorporated into the official minutes of the meeting. Comments should be limited to 3-5 minutes per issue.

III. PUBLIC HEARING: None

IV. REVIEW - REVISE AGENDA

V. CONSENT AGENDA – INFO/ACTION

A. Minutes

1. Regular Meeting Minutes of May 20, 2024
2. Council Committee Minutes of May 20, 2024

B. Claims and Checks:

1. Claims: 23616-23650  
**Total: \$159,670.90**
2. Checks: 22316-22342  
**Total: \$32,126.68**

C. 1. Cash and Finance Reconciliation

2. Payroll Reports
3. First State Bank Pledged Accounts
4. MDU Cost Comparison – Pool
5. Rosebud County Treasurer Deposits and Pledged Accounts
6. MT DOT-2024-2028 STIP

VI. CITIZENS – All ITEMS LISTED ARE INFO/ACTION ITEMS

A. Unfinished Business-None

B. New Business-

1. Lynde Friez/Forsyth Youth Council – Open Container Permit for Riverside Park (Co-Ed Softball Tournament) July 6, 2024 from 9:00 a.m. to 10:00 p.m.

VII. DEPARTMENT HEAD REPORTS

- A. City Clerk/Treasurer
- B. Public Works
- C. Water/Wastewater
- D. Pool
- E. Rosebud County Sheriff's Office
- F. Code Enforcement

VIII. OLD BUSINESS – ALL ITEMS LISTED ARE INFO/ACTION ITEMS

- A. Levee Update
- B. Windfarm-Impact Funds
- C. Water Project Update
- D. Front Street Project-
- E. Union Negotiations
- F. Code Changes
  - 1. Vegetation Code
  - 2. Title V Review
- G. Building Inspector Position

IX. NEW BUSINESS – ALL ITEMS LISTED ARE INFO/ACTION ITEMS-

- A. Fiscal Year 24-25 Budget

X. REPORTS-INFORMATIONAL

- A. City Judge
  - 1. Report
- B. City Council
  - 1. Report
- C. Mayor
  - 1. Report
- D. City Attorney
  - 1. Report

XI. COMMITTEES/COMMISSIONS REPORTS

- A. Services and Policy
  - 1. Parks and Public Works-Council Members Purkett and Bell
  - 2. Water & Sewer-Council Members Bell and Roberts
  - 3. Pool and Recreation-Council Members Beyl and Roberts
  - 4. Police Commission-Council Members Beyl and Roberts
  - 5. Policy and Code- Council Members Chris Purkett and Ethan Bell

XII. NEXT MEETING DATE June 24, 2024

XIII. AGENDA ITEMS FOR THE NEXT MEETING

**CITY OF FORSYTH  
REGULAR MEETING MINUTES OF May 20, 2024  
STATE OF MONTANA**

Mayor Dennis Kopitzke called the meeting to order at 7:00 p.m.; officials in attendance were; Council Members Ethan Bell, Doug Roberts, Sam Beyl and Chris Purkett, City Clerk/ Treasurer Sandra Donley, Public Works Director Richard Thompson and Water/ Wastewater Director -Code Enforcement Officer Taylor Hallman. Excused from attending were Pool Manager Jason Forberg, Undersheriff Scott McDermott and Attorney Jeff Weldon.

**PUBLIC COMMENT:**

Todd and Jane Deering spoke regarding their flooded basement and that they would like to see the city move forward with getting a building inspector hired.

Sarah Joy stated she thought the city needed a building inspector and inquired on whether the city could do something with the storm water drainage. Mayor Kopitzke stated the city had looked into the drainage before and the cost was millions.

Dan Murnion spoke regarding the RV lots he was attempting to put in on South 8<sup>th</sup> Street. Dan was directed to work with city hall on the steps to move forward with a variance.

Aaron Jones stated he has been catching the storm water and using it for watering. Aaron also stated the disc golf course at Riverside Park is moving forward.

**PUBLIC HEARING(S):** None

**REVIEW – REVISE AGENDA:** City Clerk Donley asked to add a street closure permit for the Rosebud County Library as VI-B-4.

**CONSENT AGENDA:**

Mayor Kopitzke presented the consent agenda for approval:

Council Member Roberts made a motion to approve the consent agenda, which included claim numbers 23551-23615 in the amount of \$92,580.36 and check numbers 22248–22315 in the amount of \$135,306.19 for prior approved claims. The motion to approve the consent agenda was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 4-0.

**CITIZENS:**

**Unfinished Business:** None

**New Business:**

1. Mayor Kopitzke presented an Open Container Permit from Mr. Lloyd Nelson/Smart-TD Union for Marcyces Park August 20, 2024 from 12:00 p.m. to 4:00 p.m.

Council Member Purkett made a motion to approve the permit, the motion was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 4-0.

2. Mayor Kopitzke presented a street closure permit from BreeAnn Purkett/Forsyth Chamber of Commerce on North 9<sup>th</sup> Avenue from Main Street to Cedar Street for June 1<sup>st</sup>, July 7<sup>th</sup>, August 3<sup>rd</sup> and September 7, 2024 from 2 p.m. to 8 p.m. Council Member Roberts made a motion to approve the permit, Council Member Beyl asked that the permit be edited to keep the area closed until 9 p.m. to give time for cleanup.

Council Member Roberts made a motion to approve the permit with the change, the motion was seconded by Council Member Beyl. City Clerk Donley called roll; the motion carried 4-0.

3. Mayor Kopitzke presented an Open Container Permit from Mr. Tom Paris/Iron Horse Saloon & Joseph Café on North 9<sup>th</sup> Avenue from Main Street to Cedar Street for June 1<sup>st</sup>, July 7<sup>th</sup>, August 3<sup>rd</sup> and September 7, 2024 from 2 p.m. to 9 p.m.

Council Member Beyl made a motion to approve the permit, the motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 4-0.

4. Mayor Kopitzke presented a Street Closure Permit from Yvonne Redding/Rosebud County Library on Cedar Street from North 9<sup>th</sup> Avenue to the alley between north 9<sup>th</sup> and 10<sup>th</sup> for June 1, 2024 from 10:00 a.m. to 12:00 p.m.

Council Member Bell made a motion to approve the permit, the motion was seconded by Council Member Beyl. City Clerk Donley called roll; the motion carried 4-0.

**DEPARTMENT HEAD REPORTS:** City Clerk/Treasurer Sandy Donley, Public Works Director Richard Thompson and Water/Wastewater Director/ Code Enforcement Officer Taylor Hallman gave verbal and written reports. Pool Manager Jason Forberg had a written report included in the packet.

**Public Works:** Public Works Director Thompson reported interviews had been done for the transfer station and recommended hiring Tracy Krueger for the position. Director Thompson stated he would also like to advertise for a public works operator with a CDL.

**Water/Wastewater:**

1. Water/Wastewater Director Hallman asked for approval to purchase a skid steer in FY 23-24 as long as there was money left. Discussion was had.

Council Member Bell made a motion to allow the purchase of a new skid steer, the motion was seconded by Council Member Roberts. City Clerk Donley called roll; the motion carried 4-0.

**Pool:** Pool Manager Forberg asked for approval for a cold plunge tub purchase in his report. Aaron Jones stated he thought the purchase would be beneficial to Forsyth residence.

Council Member Roberts made a motion to allow the purchase of the cold plunge tub, the motion was seconded by Council Member Beyl. City Clerk Donley called roll; the motion carried 4-0.

**OLD BUSINESS:**

**Levee (Dike) Update:** Nothing new to update.

**Windfarm-Impact Funds:** City Clerk Donley had a written report to show where the fund stands to date.

**Water Project Update:** An engineering updated was included in the council packet. Water Director Hallman reported the Oak Street Project should be finished by the end of the week.

**Front Street Project:** Mayor Kopitzke reported there was nothing new to report on the project.

**Union Negotiations:** Discussion was had on options the union brought to the first meeting.

Council Member Roberts made a motion to allow more than one step raise per year, a change in CDL language and a wage increase of 3.2% plus \$1.00 for fiscal year 2024-2025 to full time employees with the first step of longevity being 3.2% also and leaving other steps as they are (.20). and an increase of 3.2% to full time employees for fiscal years 2025-2026 and 2026-2027. Council Member Beyl seconded the motion. City Clerk Donley called roll; the motion carried 4-0.

**Code Changes:**

1. Vegetation Code: Council Member Purkett presented changes to the code. Discussion was had and Council Member Purkett will get changes finished and to City Clerk Donley to put on the agenda for first reading.

2. Title V: Council Member Purkett presented changes to the code. Discussion was had and Council Member Purkett will get changes finished and to City Clerk Donley to put on the agenda for first reading.

3. Smoke Issues: This item will be taken off the agenda.

**Building Inspector Position:** Mayor Kopitzke stated the building inspector position will be reopened.

**NEW BUSINESS:**

**Montana Inn:** Mayor Kopitzke stated he distributed the complaint to the City Council for informational purposes.

**REPORTS:**

City Judge Egeland had a report included in the packet.

City Council: Council Member Beyl reported she would be moving the MT Main Street funds to the city.

Mayor: Mayor Kopitzke presented his report and asked if there was any questions.

City Attorney: None

**COUNCIL COMMITTEES/COMMISSIONS:**

1. Parks and Public Works- The parks and public works committee set a meeting for Friday May 24, 2024 @ 11 a.m. in the council chambers at city hall. City Clerk Donley will get an agenda posted.

**NEXT MEETING DATE:** June 10, 2024 at 6:00 p.m. for budget and 7 p.m. for regular council meeting

**Public Comment:** Mayor Kopitzke asked for public comment after each topic, if comments are made; those comments are recorded as part of the official minutes.

**Agenda Items for the Next Meeting:** Union Negotiations, Windfarm-Impact Funds, Water Project Update, Levee Update, Code Changes

With no other business to discuss, Mayor Kopitzke adjourned the meeting at 9:00 p.m.

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Mayor Dennis Kopitzke

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City Clerk Sandra Donley

COUNCIL COMMITTEE MEETING  
City Council Chambers, City Hall  
May 20, 2024  
5:30 p.m.

Present: Mayor Dennis Kopitzke	Council Member Ethan Bell
Council Member Chris Purkett	Council Member Sam Beyl
Council Member Doug Roberts	City Clerk Treasurer Sandy Donley
Public Works Director Richard Thompson	Water/Wastewater Director Taylor Hallman

The committee met to review the Preliminary Budget for Fiscal Year 24-25.

City Clerk Donley provided preliminary budget books; which included a revenues to expenditure comparison with cash remaining in each fund. She noted that it is early to predict, as there are still revenues and expenditures to come in for Fiscal Year 23-24, which will affect the beginning cash in each fund. Also year-end transfers will effect some funds. She has set most of the revenues the same as last year until more information is received.

Expenditures:

Judge: Expenditures increased slightly due to travel

Youth Council: the funds have been included for the program, \$2,500 each year

Public Works Director Richard Thompson reported on:

Road & Street, Flood Control, Parks, Animal Control, Light Districts, Gas Tax and Solid Waste Expenditures.

Economic Development: funds are for the membership to the South Eastern Montana Development Corporation  
Certified Community: Money needs to be included to finish the tree inventory and Arbor Day.

Water/Wastewater Director Taylor Hallman reported on:

Water and Wastewater Expenditures.

Committee will meet on June 10<sup>th</sup> at 6:00 p.m. to continue with preliminary budget.

The meeting adjourned at 6:54 p.m.

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City Clerk Sandra Donley

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Mayor Dennis Kopitzke