

CITY OF FORSYTH
REGULAR MEETING MINUTES OF March 13, 2023
STATE OF MONTANA

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

PUBLIC COMMENT: Mayor Kopitzke asked if there was anyone present from the public that wish to comment on items not on the agenda. There will be no discussion of personnel. The Council will take no formal action at this point in the agenda. No comments were heard.

PUBLIC HEARING(S): None

REVIEW – REVISE AGENDA: None

CONSENT AGENDA:

Mayor Kopitzke presented the consent agenda for approval:

Council Member Raymond made a motion to approve the consent agenda, which included claim numbers 22833- 22880 in the amount of \$96,573.19 and check numbers 21609–21650 in the amount of \$37,597.63 for prior approved claims. The motion to approve the consent agenda was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

DEPARTMENT HEAD REPORTS:

City Clerk/Treasurer Sandy Donley, Water/Wastewater Director Andrew Sullivan and Undersheriff McDermott gave verbal reports, along with written. Public Works Director Richard Thompson, Pool Manager Jason Forberg and Code Enforcement Officer Kyle Blake had written reports included in the packet.

City Clerk/Treasurer Donley made a request to purchase a new copy machine within her report. There was discussion about the copier and the service agreement for the copier.

Council Member Raymond made a motion to approve the purchase, the motion was seconded by Council Member Bell. Clerk Donley called roll; the motion carried 3-0.

Water Director Andrew Sullivan made a request to purchase chemical within his report. This request follows past purchases.

Council Member Bell made a motion to approve the request, the motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

CITIZENS:

Unfinished Business: None

New Business: None

OLD BUSINESS:

Levee (Dike) Update: Mayor Kopitzke reported the levee project is moving forward and the next meeting will be in June 2023. Great West Engineering is working on the paperwork for the project.

Windfarm-Impact Funds: Mayor Kopitzke asked that impact funds be used to cover the \$500.00 commitment from the City of Forsyth for the Montana Main Street Grant.

Council Member Purkett made a motion to use impact funds for the commitment, the motion was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 3-0.

Water Project Update: Andy's written and verbal report touched on numerous items of the project and he reported he was up to questions if anyone had any.

Riverview Villa Lease: Mayor Kopitzke stated Attorney Weldon had met with Riverview Villa Board Member Martelle and is working on a lease document for the Council and Riverview Villa Board to review.

Code Changes-Title 7 (Animal Control) moved to Title 5: Discussion was had on moving animal control from title 7 to title 5. A work meeting will be held at 6 p.m. before the next council meeting on April 10, 2023. This item will remain on the agenda.

NEW BUSINESS:

Resolution No. 2023-R01-Requesting Distribution of BARSAA Funds: Mayor Kopitzke read Resolution No. 2023-R01; if approved this will provide authority to request the funds. City Clerk Donley explained this relates to the new gas tax, but that legislation may be changing so she would wait to file this resolution with the State of Montana.

Council Member Purkett made a motion to approve the resolution, the motion was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 3-0.

Personnel Policy Update: City Clerk Donley stated MMIA was requesting an update to the City of Forsyth's weapons policy to follow new legislation.

Council Member Raymond made a motion to approve the update adding the word unauthorized in two (2) spots, the motion was seconded by Council Member Purkett. City Clerk Donley called roll; the motion carried 3-0.

Code Enforcement Officer Resignation/Position Opening: Mayor Kopitzke noted that CEO Kyle Blake has submitted his letter of resignation, effective April 1, 2023. He presented it for the council to accept.

Council Member Purkett made a motion to accept the resignation, the motion was seconded by Council Member Bell. City Clerk Donley called roll; the motion carried 3-0.

Mayor Kopitzke stated that Taylor Hallman has shown interest in the CEO position. After discussion the council decided to move forward with the hiring process after changes to Titles 5 & 7 were made and salary/compensation was discussed.

REPORTS:

City Judge Egeland had a report.

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

COUNCIL COMMITTEES/COMMISSIONS: None

NEXT MEETING DATE: April 10, 2023 at 7 p.m.

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: Riverview Villa Lease, Windfarm-Impact Funds (sidewalks), Code Enforcement Officer and Code changes.

With no other business to discuss, Mayor Kopitzke adjourned the meeting at 7:56 p.m.

Mayor Dennis Kopitzke

City Clerk Sandra Donley