

# **AGENDA FOR COUNCIL MEETING CITY OF THREE FORKS**

The Three Forks City Council will meet **Tuesday**, at **6:00PM**  
**February 14, 2023**, in the City Hall Council Chambers, 206 Main Street.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- IV. REMINDER TO ALL THE MEETING IS AUDIO AND VIDEO RECORDED (and may be streamed to the City's Facebook page)**
- V. PUBLIC COMMENT (for items not on the agenda)**  
(The Council cannot enter into a discussion/decision during Public Comment.)
- VI. CONSENT AGENDA – approval of the following:**
  - a. Claim Paid due to Timeliness to Mail the Utility Bills in the Amount of \$187.70 on 1/31/2023
  - b. City Claims to be Paid
  - c. Three Forks Rodeo Arena Board Claims to be Paid
  - d. Joint Three Forks Rural Fire District/City Council Minutes of 1/10/2023, City Council Minutes of 1/10/2023
  - e. Contract with O'Keefe Drilling to Drill Two Observation Wells and Three Public Water Supply Wells for \$560,150 (Pending Submittal of Insurance Requirements and Payment and Performance Bonds)
  - f. Approval of Sales/Marketing Director Contract to Christina Kamps based on Three Forks Rodeo Arena Board of Director's Recommendation
  - g. Approval of Advertising Salesperson Contract to Christina Kamps based on Three Forks Rodeo Arena Board of Director's Recommendation
  - h. Pledged Securities Report as of 12/31/2022
  - i. 1-Year ACH Origination Agreement with Manhattan State Bank to Process Utility Billing and Payroll Electronic Payments
  - j. Draw #5 for Local Fiscal Recovery (ARPA) Fund Reimbursements for the Water Project in the Amount of \$26,171.94
- VII. UNFINISHED BUSINESS**
  - a. Streets & Alleys Committee Amended Recommendation to Sell a Portion of Railway Avenue from the Existing Property Pin between Lots 16 and 17, Block 14 of Three Forks Original Townsite (extending at an angle for 22-feet from the existing right-of-way edge towards W. Birch Street) to Tyler Vander Zwaag for a Total of \$3,500
- VIII. PUBLIC HEARINGS**
  - a. Public Hearing and Decision on the Zoning & Planning Board's Recommendation on an Amendment to the Conditional Use Permit Requested by Rick & Valerie Lamb, as A & L Investments, LLC, Seeking Approval of a Work-Live Development on the Property Located at Lot 4A-1, Block 12 of the Headwaters Addition, Commonly Known as 95787 MT-Hwy 2/Frontage Road Which Contains Conditionally Approved RV Campgrounds, Service Building and Three Forks Market. This application Requests use of a Work-Live Development of 1-bedroom Apartment within the Service Building above the RV Campground Restrooms with Second Floor Access Stairs and a 10' x 12' Exterior Deck on the Southeasterly Side, with Designated Parking Spaces.

- b. Public Hearing and Decision on a Resolution Amending the Capitalization Threshold by Increasing it from \$5,000 to \$10,000

**IX. REPORT OF OFFICERS**

- a. Three Forks Rodeo Arena Board of Directors Annual Report

**X. REPORTS FROM COUNCIL COMMITTEES (if any)**

**XI. NEW BUSINESS**

- a. Appointment of Council Member to Complete the Vacant Term expiring December 31, 2023
- b. Board Appointment to the Three Forks Rodeo Arena Board of Directors
- c. Flood Mitigation Project Update (if applicable)
- d. Water Project Update (if applicable)
  - i. Approval of Easement Agreement with Three Forks Development, LLC to Construct up to Four Production Wells and Three Observation Wells in Section 36, Township 2 North, Range 1 East
  - ii. Schedule Water/Sewer Committee meeting – 3/7/2023 at what time?
- e. Review and Approval of the Public Works Director Job Description
- f. Review and Approval on Amendments to the Three Forks Drug and Alcohol Testing Policy Addressing Marijuana
- g. Discussion and Decision on Whether or Not to Add Back to a Policy Regarding Weapons (or Firearms)
- h. Review and Approval on Amendments to the Personnel Policy

**XII. PUBLIC COMMENTS/CONCERNS (for items not on the agenda)**

(The Council cannot enter into a discussion/decision during Public Comment.)

**XIII. MAYOR & COUNCIL ANNOUNCEMENTS**

**XIV. AGENDA ITEMS FOR NEXT COUNCIL MEETING: 3/14/2023**

- a. Public Hearing and Decision on the Zoning and Planning Board's Recommendation to Amend Ordinance 11-2-2: First Reading of an Ordinance Adding a Definition of "Meeting Hall"
- b. Public Hearing and Decision on the Zoning and Planning Board's Recommendation for a Request by Kelly Smith for a Conditional Use Application to Operate a Home Occupation of Short-Term Vacation Rental
- c. Public Hearing and Decision on a Resolution of Intent to Add a 4-Inch Water Meter Base Rate, and to Restructure Minimum (Base) Sewer and Water Rates

**XV. ADJOURNMENT**

**Policy and Conduct at Public Meetings**

The public is invited to speak on any item under discussion by the Council, after recognition by the presiding officer.

The speaker should stand, and for the record, give his/her name and address, and, if applicable, the person, firm or organization he/she represents. Comments should be limited to three (3) minutes unless approval by the presiding officer, and citizens requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.

Prepared statements are welcomed and should be given to the Clerk of the Council. Prepared statements that are also read, however, shall be deemed unduly repetitious. All prepared statements shall become part of the hearing record.

While the City Council is in session, those in attendance must preserve order and decorum. A member shall not delay or interrupt the proceedings or the peace of the Council, nor disturb any member while speaking or refuse to obey the orders of the Council or its presiding officer.

Any person making personal, impertinent or slanderous remarks or who shall become boisterous or disruptive during the Council meeting shall be forthwith barred from further presentation to the Council by the presiding officer, unless permission to continue be granted by the presiding officer or a majority vote of the Council.

The Three Forks City Council reserves the right to amend these rules of procedure as deemed necessary.