

2 copies

Culbertson City Study Commission

Couty Bldg.

July 21, 1986

Meeting called to order by chairmsn Carsten Beck. Present were Allen Larsen and Mayor Jim Baldwin. Jim did not participate in the meeting.

Minutes read and approved.

The final report was studied and one paragraph will be added to include " the elections shall be non-partisan" and "self governing powers." The final report should be completed at the next meeting scheduled for August 18, 1986.

Minutes of all past meetings were read and signed by Chairman Beck.

Allen motiones to adjourn. Carsten seconds. Meeting adjourned.

Carsten Beck
Culbertson City Study Commission

Sally Hoffman, sec.

Culbertson City Study Commission
City Hall
June 16, 1986

Meeting called to order by Mayor Jim Baldwin. Present were Bill Finnicum, Alen Larsen, and Chairmen Casson Beck.

Minutes of last meeting read and approved.

The Wolf Point Study Commission's final report was read and discussed. It is agreed that since there will be no changes in our final report our present form will be used.

Mayor Baldwin states he would like to see self governing powers instated since under our present form of mayor/council form, every little change has to be approved by the state office. Bill feels it isn't necessary.

~~Casson~~ ^{@ARSten} motions to return the remaining Study Commission funds to the general funds. Passed. No new budget is recommended. L E D I E

~~Casson~~ ^{@ARSten} motions to contact the city attourney to see if it is legal to have the city treasurelected separate from the city clerk. Not passed. Bill and Alen feel that the letter from Ken Weaver explained that fully. Bill and Alen feel that to change an ammendment is : "beyond our scope."

The cost of upkeep and repairs on the swimming pool were discussed. Jim says the swimming pool was a gift to the city and the city is responsible for its care.

Bill motions to adjourn. Alen seconds. Meeting adjourned.

Culbertson City Study Commission
Sally Hoffman, Sec.

Casson Beck

Culbertson City Study Commission
City Hall
May 20, 1986

Meeting called to order by Chairman, Carsen Beck. Present were; Mayor Jim Baldwin, Bill Finnicum and Alen Larsen.

There was a lengthy discussion on the existing form of "Mayor/Council Government" and if it has the right to present to the voters a petition to elect a separate City Clerk & Treasurer without the permission of the State Dept.

A motion was made by Bill to write to Ken Weaver and inquire. Seconded by Alen.

The new water system and the repairs on the new water tower were discussed. It did not come to any conclusion as the job is not completed. However, Jim says a lawyer has been hired to insure the city will not pay above the agreed price.

The question of burning at the city dump will not be discussed further as Bill states, it is a state law that, "No Municipal Burning is Allowed."

The secretary was instructed to get copies of the budget.

Alen motions to adjourn. Bill seconded.

Culbertson City Study Commission
Secretary, Sally Hoffman

Carsen Beck

Culbertson City Study Commission

City Hall

April 14, 1986

Meeting called to order by Chairman Carson Beck. Present were Gerald Schlagel, Alan Larsen, and Mayor Baldwin.

These issues were discussed and will be presented to the City Council.

Would a flat rate of \$5.00 per. mo. for sewer rate be feasible.

Should the City Council have a direct line of communication with the sheriff's office in Wolf Point.

Should burning be allowed at the new dump site North of town.

Mayor Baldwin reads the town ordinance. It says the city clerk must keep regular office hours and perform state duties.

Sec. instructed to obtain copy of legal Public Notice dated Oct. 31, 1972, from Local Government Center, Dept. of Political Science, Bozman, Mont. 59717.

All motions to adjourn. Carson seconds. Meeting adjourned.

Sally Hoffman, Sec.

Carson Beck

Culbertson City Study Commission
City Hall
Feb. 10, 1986

Meeting called to order by chairman Carsten Beck. Present were Mayor Jim Baldwin, Allen Larsen, and Bill Finnicum.

Minutes read and approved.

These questions were discussed and voted on for the tentative report.

City clerk to be elected rather than appointed by city commission. Passed

City treasurer to be elected or appointed by city commission. City treasurer to be other than city clerk. Passed

Sewer charges to be a fixed amount per month as the garbage charges are now. To be left as is.

Expenditures in excess of \$100,000 be voted on by voters rather than a resolution by city council. Passed

Elections of improvements be by secret ballot instead of letters mailed out as letters not returned are considered yes votes. Passed

City meetings to be published every three months. Passed

No meeting is scheduled for March. Members will be notified.

Bill motions to adjourn. Allen seconds. Meeting adjourned.

Culbertson City Study Commission

Sally Hoffman, sec.

Carsten Beck, Chm.

City Planning Commission
County Bldg.
Jan. 20th. 1986

Meeting called to order by chairman Carsten Beck.
Present were Mayor Jim Baldwin, Fire Chief Leo Waldhausen,
and Alan Larsen.'

Minutes were read and approved.

Leo gave a very informative talk on the duties, budget,
and the equipment of the fire dept. He says the dept. is
"up to date" as far as equipment is concerned. They have
twenty two pagers now and five more have been ordered.
Each member will then have one. All other equipment is in
good working condition.

Leo recently attended a training program in Great Falls.
Most of the depts. attending stated their budget as
their main concern. Our problem is providing an adequate
training program. All the fireman have other jobs and duties
which makes it difficult to schedule a program that every
one can attend. Plans are pending for five members to
receive an ambulance assistance course. This will benefit
both the ambulance crew and the fire dept.

Leo says that about ninety percent of fire calls are rural.
The county contributes a sizeable amount to the dept,
along with city and revenue funds, the budget is adequate.

The question of having the fireman flush fire hydrants
was brought up. Leo says the city water commission is
responsible for that as they should be done systematically
so records can be kept of the pressure of each hydrant.
The water pressure will change with the new higher tanks.

A general discussion of the fire dept., city ambulance,
and the land fill followed.

Carsten reminded members that the tentative report is
due in Feb.

Next meeting is scheduled for Feb. 10th.

Alan moved to adjourn, Carsten seconded.
Meeting adjourned.

Sally Hoffman, sec.



Culbertson Study Commission
Culbertson, MT
December 3, 1985

Meeting called to order by Chairman Carsten Beck. Present were Alan Larsen, Cindy Taylor, and Sally Hoffman. New member to take Sharon Mohr's place will be Ginger Haase.

October minutes were read and approved.

Alan Larsen was appointed Vice-chairman and is to keep a current record of the budget.

Secretary was instructed to obtain copies of council meetings from July 1985 to November 1985 and make 4 copies. Also she is to get a copy of the budget and report on all outstanding bills. Secretary will also notify City Council members and Commission members of meetings about a week prior to the meetings.

Water commission was discussed. Carsten suggested having residents read their own meters rather than having it done by hired people. Secretary to find out if water bills are computerized.

Cindy Taylor submitted her resignation. Alan motioned to accept it and Carsten seconded. Motion carried. Cindy turned all material and information over to Sally Hoffman. Sally was then hired as new secretary.

Next meeting scheduled for January 16, 1986 at 7 p.m. in the basement of the County building.

Alan motioned to adjourn. Carsten seconded. Meeting adjourned.

Sally Hoffman, Secretary

Carsten Beck

Culbertson Study Commission
County Building
October 21, 1985

Meeting called to order by Chairman Carsten Beck. Present were:
Carsten, Alan, Cindy, and George Taylor.

Secretary tendered resignation as of November. New secretary will be
briefed by secretary and all information and notes will be turned over
to the new secretary.

Ginger Haase was appointed to the Study Commission to fill the empty
place left by Sharon Mohr. Viola Gustafson also resigned from the
Commission.

Secretary to make three copies of the old Study Commission findings.

Ken Weaver called Carsten in regards to his letter. He explained that
City treasurers can be elected or be another person than the City
clerk. It is usually up to the discretion of the City Council.
Final draft of the proposals of the Study Commission must be published
or posted to the public at least 90 days before any hearings, and
public notice of the hearings must be made at least 2 weeks in advance.

Question of whether the City includes payment for personal use of the
City office, along with Clerk-Recorder job.


Motion was made by Alan to let the Study Commission decide whether,
or when, to advertise new secretary position.

Secretary to be present at the November meeting to hand over all
materials in her possession. Secretary to instruct new secretary to
send postcards reminding members of the meeting about 5 days in advance.

Next meeting set for November 18th, basement of the County Building,
at 7 p.m.

Alan moved that the meeting be adjourned. Meeting adjourned.

Cindy Taylor, Secretary



September 16, 1985
County Building
Culbertson, MT 59218

Meeting was called to order by Chairman Carsten Beck. Carsten, Alan, Terrill Raaum, Cindy Taylor, and George Taylor were present.

Minutes of the August meeting were read and approved.

Secretary to obtain a copy of August minutes for Carsten.

Purpose of the Study Commission was explained to Terrill. He was then asked his thoughts on our present form of city government.

"I was appointed, so I haven't been associated with any forms of government other than the City Council. I'm in charge of garbage collection, sanitary landfills, streets and alleys, and the airport. As to the water treatment plant, I think it is a good deal. We had to have it. I don't know too much about the project- the mayor and council have been working hard on it. Even if it takes a few dollars out of people's pockets, it'll be worth it in the long run. We may be looking for a new street sweeper-it breaks down a lot. The chipping job on the north side streets was done well, but the south side wasn't so good. All the alleys were done with the city tractor this summer.

We are having trouble getting the city dump passed by the Commission. The City cannot annex more property if the dump is not kept up-Mendenhall has no schedule for checking. The City would also like to purchase its own equipment for the dump. We have money set aside for equipment and land for the dump. Farmers and ranchers are welcome to use the dump, and will be able to use the new one also. Hopefully, the new dump will be open 3-4 days per week.

Carsten asked Terrill if he thought the city clerk should be elected or appointed. "To be fair to the public, I would think they should be elected."

Carsten also asked if the city clerk/recorder should be separate jobs. Terrill replied that the City spent a lot of money to send Viola to school to do these jobs. "I think Viola is doing a good job."

Terrill was to bring up at the Council meeting the appointment of someone to take Sharon Mohr's place on the Study Commission.

Question of how far the City Council could indebt the City. Should there be a limit? Also brought up was the question of reading meters. Should the townspeople read their own meters? Why not take last year's total reading, divide it and charge that way, or read meters every 6 months and check the usage to be billed?

Secretary to obtain copies of new city budget and keep monthly financial statements.

Agenda for October-get public input, ask fire chief to meeting, ask councilman to be present.

Alan motioned to adjourn, Carsten seconded. Meeting adjourned. Next meeting October 21, basement of the County Building, at 7 p.m.

Carsten Beck

July 15, 11985
County Building
Culbertson, Mt.

Meeting was called to order by Chairman Carsten Beck. Sharon, Alan, Carsten, Viola, and Cindy were present.

Carsten received an answer as to what the 1976 Study Commission proposed but the letter was unclear. The recommendations they made were rejected.

Study Commission preliminary budget is to be presented to the City Council by July 25. This is an open meeting.

Culbertson's Fire Chief is to be invited to the next meeting of the Study Commission to discuss flushing fire hydrants and who should do it.

Secretary is to find out how much the City owes on: '73 water revenues, '77 sewer revenues, and the two SIDs.

The City's general obligation bill is paid off.

State and Federal government mandated the City's new water usage, which is why it was not voted on.

Almost all city and town clerk-recorders are appointed, and those that were elected in the past are turning more to appointments. This was in answer to the question of whether our clerk-recorder should be elected or appointed and whether the jobs should be separate. The City attorney is paid \$100 for each meeting attended and the work he does at that meeting.

Secretary is to go to the Wolf Point library and speak to Melissa Mahlen to get copies of amendments to be placed on their ballots for our Aug. meeting.

Carsten motioned that he would submit a bill for mileage to visit with the Wolf Point Study Committee. Alan seconded, Sharon voted nay. Motion Carried.

Sharon motioned that she be paid for mileage to and from our Study Commission meetings, total of \$15. No second was heard, motion died.

At the Wolf Point meeting, Carsten learned that the City of Wolf Point is taxing their poker and amusements machines.

Water usage and who should pay for what usage was discussed and was decided that those questions should be put to the City Council.

Next meeting: Interview one elected official and one city employee
Carsten is to contact someone on the 1976 Study Commission
and invite them to be here.

Minutes of the last meeting were read and approved.

The Searchlight will place an ad for the Study Commission to meet on the third Monday of each month unless otherwise notified.

Alan motioned that the meeting adjourn, Sharon seconded. Meeting adjourned.

Cindy Taylor, Secretary
Carsten Beck

June 17, 1985
County Building
Culbertson, MT

Meeting was called to order by Chairman Carsten Beck. Carsten, Cindy Taylor, Alan Peterson, and Larry Reitz were present.

Minutes of the last meeting were read and approved.

Secretary to pick up minutes of May and June council meetings and make copies for all Commission members.

Monies spent through the Commission:

Advertising through April	\$12.50
Secretary's wages	\$86.45
Voter Review News	\$12.00

Larry Reitz discussed the new water project. In order to start the new water project, the City's old outstanding bonds had to be cleared. Then bonds can be issued for the water treatment plant. The City Council allocated \$3000-\$4000 to engineers to draw up plans and negotiate with the State Department. Amount of bids in \$\$\$ was not stated in Searchlight but should be made public soon. No contract was signed at the time of this meeting, reason stated for this was that there was not enough insurance to cover the contractor on this job. Several products for water purifying were discussed and HKM(engineers) is to test any product used to make sure it conformed to their specifications. The City Bloc Grant is only a one-time deal-that means that the water fee will stay the same whether there are more low-income qualifiers or less.

Hook-up fee as of July 1, 1985 is 360.00. for the next two years. A monthly charge of \$15.40 will be assessed. After two years an evaluation of the plant will be done and if the plant is solvent the fee will be the same. If not, the fee will be upped on a sliding scale.

The coal severance tax money the city has received must be paid back.

The charge per thousand gallons of water run through the new treatment plant covers ALL operating costs. The old treatment facility is shot and is unable to keep up with the needs of the City. The new system uses a water storage tank, much as the old one. At this stage, polymers can be sprinkled on the water to clump organic matter together to make them easier to filter out. Water can be drawn into the tank and the polymers added later after settling of the matter is already started, and then the water can be run through the filters. The system can be shut down and back-flushed to the slurry. This will also clean the filters so they are ready to use again. The old pond will still be used for pre-storage to start the filtering process, although the pond will need to be well-sealed.

Lavern was asked if the city manager government or the mayor-council government was the better one. His reply was that Poplar tried the city manager form and went back to the mayor-council form after two years.

Larry was asked the same question, and also if he thought city clerk and treasurer should be separate jobs. He replied that the mayor-council form would cover a broader spectrum of people. "If the system we have works and if I don't get enough complaints about it, I would be hesitant to change it."

Budget for 85-86 fiscal year was discussed and it was decided that the cash balance from the 84-85 budget should be carried over to the 85-86 year and an additional \$600 budgeted.

Travel	&300
Supplies and Advertising	\$300
Secretary	\$300

Next meeting was set for July 15, 7 p.m. at the County Building.

Alan motioned to adjourn and Carsten seconded it. Meeting adjourned.

Cindy Taylor, Secretary

Carsten Beck

May 21, 1985
County Building
Culbertson, MT

Meeting was called to order by Chairman Carsten Beck. Present were Carsten Beck, Sharon Mohr, Mr. Larsen, Mrs. Beck, Paul Finnicum, and Viola Gustafson.

Minutes of last meeting were read and approved.

Robert Bell resigned-Mr. Larsen was appointed in his place.

Paul Finnicum explained what the oil severance tax is and why it is put in the miscellaneous funds.

Moneys allocated for the water plant was discussed. Cost for hook-up is \$360. Pick up \$15.40 per month for 2 months back.

Discussed was getting gambling money from the community and from machines and amusements located in Culbertson.

Sharon Mohr will contact the Lt. Governor about laws regarding city records and whether they are open to the Study Commission.

Minutes from regular and special Council meetings were discussed.

The City would save money if they did their own collecting.

Next meeting was set for June 17 at the County Building.

Agenda for June: Prepare 1986 budget, preliminary.

Gov. review.

Carsten was authorized to subscribe to the Voter Review News- \$12.00.

Mr. Larsen motioned for adjournment and Sharon Mohr seconded.

Cindy Taylor, Secretary

Carsten Beck

Culbertson Study Commission

April 17, 1985

County Bldg.

Meeting was called to order at 7 p.m. by chairman Carsten Beck. Present ewere Carsten and Hazel Beck, Robert Bell, Viola Gustafson, and Cindy Taylor.

Minutes were read and approved.

Secretary was instructed to research the findings of the Study Commission of ten years ago.

Auditor's report was read and copies will be made for commission members and also for City Councilmen.

Next meeting was set for May 20, 7 p.m. at the County Building.

Meeting adjourned.

Cindy Taylor, Secretary

A handwritten signature in cursive script that reads "Carsten Beck". The signature is written in dark ink and is positioned below the typed name of the secretary.

Culbertson Study Commission

County Bldg.

March, 18th 1985

Meeting was called to order at 7 p.m. by chairman Carsten Beck. Present were Carsten, Robert, Cindy, and Sharon.

Minutes of last meeting were read and approved.

Carsten appointed Robert Bell vice-chairman.

Timetable was discussed and finalized. A copy will be sent to the Lieutenant Governor and also published in the Searchlight, along with a note to the public that they are invited to be at all meetings.

Secretary was instructed to keep a log of expenditures incurred by all members of the commission.

Secretary was instructed to invite 1 elected official and 1 city employee to the April meeting.

Meeting schedule was set for the third Monday of every month, subject to changes if necessary. All meetings will be held at 7 p.m. in the basement of the County Building unless otherwise specified.

Copies of the minutes are to be made for all members of the commission to be handed out at next meeting.

Agenda for April:

- Interview 1 elected official
- Interview 1 city employee
- Get the public involved

Next meeting set for April 15, 7 p.m., basement of the County Bldg.

Motion to adjourn made by Robert, seconded by Sharon.

Cindy Taylor, Secretary

Carsten Beck

February 6, 1985

City Hall

Polbertson, MT

Meeting was called to order by chairman Carsten Beck at 7 p.m. Present were Carsten Beck, Sharon Mohr, Robert Bell, Cindy Taylor.

Minutes of the last meeting were read and approved. Cindy Taylor was appointed as secretary, motion made by Sharon Mohr, seconded by Robert Bell, carried unanimously. Wages were set at 5.00 per hour, secretary to keep a record of hours worked and expenses incurred.

The Commission was informed that the budget they submitted to the city council was accepted.

A discussion on the city budget was tabled for the March meeting. A copy of the city budget is to be procured for the secretary by March.

The timetable of the study commission was discussed and was tabled until the March meeting. Mr. Bell motioned that town employees and elected officials be interviewed at commission meetings to help form ideas on what areas need to be looked into and what changes may be made. Sharon Mohr seconded the motion and it carried unanimously.

Agenda for March is:

Minutes of Feb. meeting

Information, preliminary discussion on responsibilities of officials

Timetable for Study Commission

Motion to adjourn made by Sharon Mohr, seconded by Robert Bell, carried. Next meeting was set for March 18, 7 p.m. at City Hall.


Cindy Taylor, Secretary