

BRIDGER TOWN COUNCIL AGENDA
MEETING TIME IS TUESDAY JUNE 4, 2024 AT 7:00 PM,
BRIDGER TOWN HALL, 108 S D STREET

Tuesday June 4, 2024

PLEDGE OF ALLEGIANCE:

CALL TO ORDER:

PUBLIC COMMENT:

APPROVAL OF MINUTES FROM PREVIOUS MEETING:

- May 7, 2024

APPROVE CLAIMS:

APPROVE PAYROLL SUMMARY:

COMMITTEE REPORTS:

- Area Parks & Recreation District Report
- Planning Board
- Historic Preservation Commission Board
- Carbon County Conservation District
- Beartooth RC & D

SPECIAL EVENTS APPLICATION:

- Peabody-Hanley Wedding

REVIEW PROPOSALS AND AWARD CONTRACT FOR GARBAGE SERVICES:

DISCUSSION REGARDING WIND FARM IMPACTS:

- Growth Policy Quote

DISCUSSION REGARDING A NEW TOWN HALL:

TOWN ATTORNEY: Ray Kuntz

TOWN JUDGE: Bert Kraft

LIBRARY DIRECTOR: Krystal Zentner

PUBLIC WORKS DIRECTOR: Randy Novakovich

POLICE REPORT: Mike Buechler

TOWN CLERK: Kirstin Sweet

MAYOR / TOWN COUNCIL:

- This is a time when the Mayor or the Council members can bring a concern before the council that is not otherwise listed on the agenda. No action can be taken at this time. If action is necessary, the item will be put on the next meeting agenda.

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 Bridger Town Council reserves the right to amend these rules of procedure as deemed necessary.

**BRIDGER TOWN COUNCIL MINUTES FOR A PUBLIC HEARING
HELD ON MAY 7, 2024**

The May 7, 2024 public hearing of the Bridger Town Council was held at 108 South D Street in Bridger. The Pledge of Allegiance was recited. The meeting was brought to order by Mayor DeRudder at 6:45 pm. Council members present were Shala Cullum, Dustin Taylor, Clifford Shultz and Doug Asbury. Others present were Carbon County DES Coordinator Cyrina Allen, Angela Kallevig, Doug VanValkenburgh, Cordell VanValkenburgh, Dana Zier, Chief Mike Buechler and Clerk Kirstin Sweet.

Mayor DeRudder asked for public comment on the utility rate increases. No comment was offered.

There being no further business Councilman Shultz motioned to adjourn. The motion was seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman DeRudder – aye and Councilman Asbury – aye. Meeting adjourned at 6:54 pm.

Mark DeRudder, Mayor

ATTEST:

Kirstin Sweet, Town Clerk

**BRIDGER TOWN COUNCIL MINUTES FOR A REGULAR MEETING
HELD ON MAY 7, 2024**

The May 7, 2024 meeting of the Bridger Town Council was held at 108 South D Street in Bridger. The Pledge of Allegiance was recited, and the meeting was called to order at 7:00 pm by Mayor DeRudder. Other council members present were Shala Cullum, Dustin Taylor and Doug Asbury. Others present were Carbon County DES Coordinator Cyrina Allen, Angela Kallevig, Doug VanValkenburgh, Cordell VanValkenburgh, Dana Zier, Daran Shafer, Dylan Sedlacek, Brandon Sandbak with MacKenzie Disposal, Matt Stump, Dave Ellis, Judge Bert Kraft, Public Works Director Randy Novakovich, Chief Mike Buechler and Clerk Kirstin Sweet.

The first item on the agenda was public comment.

Next on the agenda was the approval of the minutes from the April 9, 2024 regular meeting. A motion to approve all the minutes was made by Councilman Taylor, seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

The next item of business was the approval of claims. The department heads answered questions regarding the claims. Councilwoman Cullum made a motion to approve the claims including check #34677 to #34707 and # 34735 Also, electronic checks #-98062 to #-98053. The motion was seconded by Councilman Asbury The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye and Councilman Asbury – aye.

Next on the agenda was the Payroll Summary. Councilwoman Cullum motioned to approve the payroll summary including check #34673 to #34675. Also, electronic checks #-85242 to #-85211. Councilman Asbury seconded the motion. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

Next on the agenda was the committee reports. Angela Kallevig gave a brief update on planning board items.

The next agenda item was Special Events Applications. The first was from the Truck Pull and Derby on July 19 & 20, 2024. Mayor DeRudder reviewed the application. A motion to approve the application was made by Councilman Shultz, seconded by Councilman Taylor. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye. The second application was from Bridger Youth Rodeo for an event held at the Bridger rodeo grounds on July 13, 2024. Mayor DeRudder reviewed the application. A motion to approve the application was made by Councilman Taylor, seconded by Councilman Shultz. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye. The third application was for the Jim Bridger Days Committee for July 19 & 20, 2024. Mayor DeRudder reviewed the application. A motion to approve the application was made by Councilman Taylor, seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

The next item on the agenda was Resolution #277 a resolution to raise the bulk water rates. Mayor DeRudder reviewed the resolution. A motion to approve the resolution was made by Councilman Shultz, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

The next item on the agenda was Resolution #278 a resolution to change the employee wage scale. Mayor DeRudder reviewed the resolution. Discussion was had regarding the wage for the lifeguards and temporary summer help. A motion to approve the resolution with a wage of \$10.50 for lifeguards and temporary summer help was made by Councilwoman Cullum, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

The next item on the agenda was Resolution #279 a resolution to increase the hourly wage for capped employees. Mayor DeRudder reviewed the resolution. Discussion was had regarding the current COLA adjustment and what the employees have received historically. Clerk Sweet reviewed the budget impacts. A motion to approve the resolution was made by Councilman Taylor, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

Next on the agenda was the review and awarding of the garbage contract. Much discussion was had regarding the two proposals. Brandon Sandbak from MacKenzie answered questions regarding his proposal. The council asked Clerk Sweet to put together a one-page comparison of the two proposals. A motion to table the award of the garbage contract was made by Councilwoman Cullum and seconded by Councilman Shultz. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

The next item was to re-appoint Ray Kuntz as the Town Attorney. A motion to approve the re-appointment was made by Councilwoman Cullum, seconded by Councilman Asbury. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye, Councilman Shultz – aye and Councilman Asbury – aye.

The next item was a discussion regarding wind farm impacts. Discussion was had regarding projects that need to be completed. We are still waiting on some cost estimates for projects. Clerk Sweet had a meeting scheduled with a planner from Great West Engineering to get a proposal for a growth policy.

The next item was a discussion regarding the need for a new town hall building. There are no new updates at this time.

Attorney Kuntz updated the council on items he has been working on.

Judge Kraft presented his stats from April.

Library Director Zentner was not present.

Public Works Director Novakovich updated the council on projects on which the public works crew is working.

Chief Buechler presented his stats for the month of April.

Clerk Sweet had nothing to report.

Mayor and Town Council: None.

There being no further business Councilman Shultz motioned to adjourn. The motion was seconded by Councilwoman Cullum. The motion carried with the votes as follows: Councilman Taylor – aye, Councilwoman Cullum – aye and Councilman Asbury – aye. The meeting was adjourned at 8:44 pm.

Mark DeRudder, Mayor

ATTEST:

Kirstin Sweet, Town Clerk

Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	32.63		
COMP HOURS (Comp Time Used)	24.01		514.57
REG HOURS (Regular Time)	1,448.75		27,939.46
SICK HOURS (Sick Time)	71.25		1,508.32
VACA HOURS (Vacation Time Used)	67.74		1,303.28
GROSS PAY	31,265.63	0.00	
NET PAY	24,003.04	0.00	
NET PAY (CHECKS)	2,331.34		
NET PAY (DIRECT DEPOSIT)	21,671.70		
DENTAL	0.00	389.00	
FIT	1,124.46	0.00	
GROUP HEALTH	445.00	8,912.00	
LIFE INSURANCE	0.00	19.60	
MEDICARE	453.38	453.38	
P.E.R.S.	2,436.30	2,797.14	
SIT	865.00	0.00	
SOCIAL SECURITY	1,938.45	1,938.45	
UNEMPL. INSUR.	0.00	109.42	
VISION HEALTH	0.00	81.50	
WORKERS' COMP	0.00	926.94	
ALTANA FED CRED	2,046.28	0.00	
BANK OF BRIDGER	7,650.06	0.00	
FIRST INTERSTAT	218.68	0.00	
STOCKMAN BANK	2,130.33	0.00	
US BANK-MT	2,062.54	0.00	
WELLS FARGO BAN	4,626.19	0.00	
WESTERN SECURIT	2,937.62	0.00	
FIT/SIT BASE	28,829.33	0.00	
MEDICARE BASE	31,265.63	0.00	
PERS BASE	30,839.35	0.00	
SOC SEC BASE	31,265.63	0.00	
UN BASE	31,265.63	0.00	
WC BASE	31,265.63	0.00	
Total		15,627.43	
Total Payroll Expense (Gross Pay + Employer Contributions):		46,893.06	

Check Summary

Payroll Checks Prev. Out.	\$11,012.77
Payroll Checks Issued	\$12,178.44
Payroll Checks Redeemed	\$0.00
Payroll Checks Outstanding	\$23,191.21
Electronic Checks	\$33,678.26

	Carried Forward	Deduction	Difference	Liab Account
	From Previous Month	Checks Issued		
Deductions Accrued				

Social Security	3876.90		3876.90		212000
Medicare	906.76		906.76		212001
P.E.R.S.	5233.44		5233.44		212203
Unempl. Insur.	109.42	110.52		219.94	212202
Workers' Comp	926.94	929.11		1856.05	212201
FIT	1124.46		1124.46		212002
SIT	865.00		865.00		212200
DENTAL	389.00		389.00		212502
LIFE INSURANCE	19.60		19.60		212502
VISION HEALTH	81.50		81.50		212502
GROUP HEALTH	9357.00		9357.00		212502
Total Ded.	22890.02	1039.63	21853.66	2075.99	

**** Carried Forward column only correct if report run for current period.

Checks: 34708 and 34710 to 34711

Electronic Checks: -85210 to -85179

**TOWN OF BRIDGER
SPECIAL EVENTS APPLICATION**

Name/ Purpose of Special Event: Emily Peabody / Peabody Hanley Wedding
Area Proposed for Special Event: Civic Center
Date and Time of Special Event: 6/22/24 6:00 pm
Number of People Anticipated to Attend: 200

Please check the requirements applicable to your special event:

Street/Alley Closure Requested. (If a street closure is requested, the applicant must provide evidence that the applicant has notified each property owner or its authorized representative abutting the proposed use area of the special event)

Security Needed. (In the event that alcohol is present, the event holders must arrange and pay for security. Contact the Bridger Police Chief for details).

Alcohol will be sold during special event. Please specify the location and size of the area where alcohol will be sold/consumed with a map per #6 on page 1.

Waiver of Open Alcohol Prohibition Requested. Civic Center only

Proof of Insurance Provided. (In the event that alcohol, fireworks or rodeo are involved in the special event, the event holders must provide proof of liability insurance as required in Bridger's special events policy). **Proof of Liability Insurance must be presented to the Bridger Town Clerk at least two weeks prior to the scheduled event. Failure to present proof of liability insurance is grounds for revocation of the special events permit.**

Refundable Clean-up Deposit Paid in the Amount of 150⁰⁰.

Indemnification and Waiver of Subrogation. Applicant hereby agrees to indemnify and defend the Town of Bridger against all claims arising from, or related to, the Special event. Applicant hereby agrees that applicant's insurance is primary and waives all rights of subrogation against the Town of Bridger.

Deadline for Filing. The deadline for filing a completed application shall allow for at least two council meetings to take place prior to the scheduled special event. The council meets on the first Tuesday of each month.

5/28/24
Date

Emily Peabody
Signature of Applicant

Address: P.O. Box 694
Bridger, MT 59014

Phone #: 406-853-6542

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MacKenzie Disposal, Inc.

April 25, 2024

To: Town of Bridger, Town Council

From: MacKenzie Disposal, Inc.

RE: Solid Waste Collection Proposal

MacKenize Disposal presents this proposal for consideration to provide collection and transportation of solid waste for the Town of Bridger.

Item 1: MacKenzie Disposal, Inc. shall furnish all personnel, labor, equipment, and trucks to provide solid waste transportation, removal and disposal of all commercial and residential solid waste. Residents will be provided with a 96 gallon MacKenzie Disposal cart. Collection shall be taken from every commercial account and every Town park as necessary, not less than one (1) time each week, and from each residence not less than one (1) time each week. The term of the contract would be from July 1, 2024 thru June 30, 2029.

Item 2: Each resident will be provided with 3 free “tags” annually that can be used for extra garbage that may exceed what the 96 gallon cart will hold. Large items such as appliances, furniture, tires would have to be scheduled separately with MacKenzie Disposal and charged a fee.

Item 3: MacKenzie Disposal, Inc. will provide a “Spring Clean-up” as well as a “Fall Clean-up” dates to be determined by the Town Clerk and MacKenzie Disposal. Disposal fees for the proposed clean ups will be billed to the Town of Bridger.

Item 4: MacKenzie Disposal has included for review, annual costs for the optional item that the Town of Bridger has requested for providing a cardboard recycling container. The location of the container would be agreed upon between the Town and MacKenzie Disposal.

Disposal site for the contract term will be the City of Billings landfill. If the Town would prefer MacKenzie Disposal bill the Town for disposal charges that option has been listed. Historically the City of Billings has been raising tipping fees by 10% each year, those adjustments are calculated in the “WITH DISPOSAL” rates.

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May 3, 2024
Page 2

For those dumpster customers requiring a locking dumpster there would be a one time charge of \$100.00 for the term of the contract.

Additions or subtractions to the base residential or commercial units will be adjusted as needed via communication between the Town Clerk and MacKenzie Disposal.

Thank You for your consideration,

Brandon Sandbak
General Manager
MacKenzie Disposal, Inc.

Town of Bridger

Estimated Residential and Commercial Collection Compensation with landfill

Bid Item #	Description	Est. Quantity	collection frequency	Monthly Compensation Rate Per Collection				
				2024-25	2025-26	2026-27	2027-28	2027-29
101	Collection of 96 gallon carts with disposal	319	1 / week	\$21.70	\$22.16	\$23.30	\$23.78	\$25.02
102	2 yard collection with disposal	12	1 / week	\$79.84	\$83.70	\$87.87	\$92.35	\$94.29
103	3 yard collection with disposal	4	1 / week	\$103.41	\$108.70	\$114.45	\$120.65	\$127.31
104	4 yard collection with disposal	6	1 / week	\$133.57	\$140.49	\$148.02	\$156.15	\$164.88
105	6 yard collection with disposal	9	1 / week	\$170.17	\$179.65	\$190.00	\$201.23	\$213.35
106	8 yard collection with disposal	7	1 / week	\$204.27	\$218.93	\$229.34	\$243.60	\$259.01
TOTAL >				\$144,682.32	\$150,006.48	\$157,781.28	\$163,557.48	\$172,135.23

Bid Item #	Description	Est. Quantity	Cardboard Container Cost per Load				
			2024-25	2025-26	2026-27	2027-28	2028-29
108	40 Yard Cardboard Container for communit use as well as businesses \$425.00/haul MacKenzie will pay recycling fee	12	\$425.00	\$425.00	\$425.00	\$425.00	\$425.00
TOTAL >			\$5,100.00	\$5,100.00	\$5,100.00	\$5,100.00	\$5,100.00

	2024-25	2025-26	2026-27	2027-28	2028-29
Estimated Total Annual Compensation	\$149,782.32	\$155,106.48	\$162,881.28	\$168,657.48	\$177,235.23

Estimated Total Annual Compensation =
 Monthly Residential and Commercial Compensation Rate X Est. Quantity
 PLUS
 Cardboard Contrainer Cost Per Load X Est. Quantity



April 26, 2024

City of Bridger
108 S. D Street
Bridger MT 59014

RE: Bridger RFP

City of Bridger RFP

Republic Services has provided MSW & Recycling Services for the City of Bridger since 2014 and would like the opportunity to continue to do so.

Republic Services will provide recycling containers that fit the services needed for the city of Bridger at no extra cost to the city. Republic Services will also provide both a Spring/Fall clean up services determined by both the City and Republic Services at no extra cost. Republic Services will provide 10 commercial containers for city services at no additional cost. All MSW will be transported to Billings Regional Landfill.

Annual Rate Adjustments. Republic Services shall increase the rates for all services effective on each anniversary of the Effective Date of the Agreement in an amount equal to the 4.5 percent increase.

In the unlikely event that a major element of cost for the contract experiences a year over year (YoY) change greater than 15%, the Company shall be able to increase the Annual Rate Adjustment above the 4.5% by an additional amount equal to the unanticipated additional cost increase/decrease. A major element of cost shall be defined as a category making up 5% or more of the annual costs on the contract. With agreement between the City and Republic Services. This will go to city council and be voted on.

Proposed pricing attached on page 2.

Republic Services has partnered with the City of Bridger for over 20 years and looks forward to continuing that partnership for years to come.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Coffman".

Ryan Coffman
Municipal Manger Montana
Republic Services

Ph# 406-671-8425
Email: Rcoffman2@republicservices.com

City of Bridger Proposed Pricing

Bridger Pricing Proposal			
Container Size	Quantity	Price per Container	Total Price
96 Gallon Cart	319	21.5	6858.5
2 yard	12	82.5	990
3 yard	4	123.75	495
4 yard	6	165	990
6 yard	9	371.25	3341.25
8 yard	7	330	2310
Total			14984.75

	MacKenzie Disposal	Republic Services
Per Container Cost (1st year)		
96 gallon cart	\$21.70	\$21.50
2 yard dumpster	\$79.84	\$82.50
3 yard dumpster	\$103.41	\$123.75
4 yard dumpster	\$133.57	\$165.00
6 yard dumpster	\$170.17	\$371.25
8 yard dumpster	\$204.27	\$330.00
Annual Cost (1st year)	\$144,682.32	\$179,817.00
Cleanup Spring & Fall	\$1,000.00	included
Recycling Services	\$5,100.00	included
10 Commercial Containers-FREE **		-\$41,085.00
		** 10 Free Commercial Containers are comprised of seven - 8 yard dumpsters and three - 6 yard dumpsters.
Combined Annual Cost (1st year)	\$150,782.32	\$138,732.00
Other Information	Garbage Tags (3 per year) †	Garbage Tags (3 per year) ‡
	† Garbage tags cannot be used for large items, those will have a separate fee.	‡ Garbage tags are for one large item or equivalent to 3 carts of garbage.
	Locks for dumpsters have a one time fee of \$100.	Locks for dumpsters - free
Annual Increases	3% on container, 10% on landfill ~3.50% =	4.5%
2025	\$155,106.48	= \$144,974.94
2026	\$162,881.28	= \$151,498.81
2027	\$168,657.48	= \$158,316.26
2028	\$177,235.23	= \$165,440.49

All costs are figured based on the containers numbers that were in use at the time the RFP was approved by the council.

EXAMPLE OF SCOPE OF WORK FOR GROWTH POLICIES & BUDGET FOR SMALL COMMUNITIES (Population <5,000).

Tasks	Task Responsibility	Estimated Completion
<p>FORMATION OF PLANNING BOARD (OPTIONAL): The Town of Bridger will work with Carbon County to create its own Planning Board. Great West will assist with drafting resolutions and provide technical support as needed. <i>Further discussion with Town needed.</i></p>	Town and Carbon County	0-1 year
<p>KICK-OFF MEETING. A kickoff meeting with the Town Council to discuss the project, roles and responsibilities, schedule, outreach to residents, communication preferences, and Planning Board options.</p>	Town and Great West Engineering	Month 1
<p>OPENING PUBLIC MEETING. The Planning Board and Great West will schedule and facilitate an opening public meeting to explain the project to Town residents and to gather initial input.</p>	Town and Great West Engineering	Month 2
<p>RESIDENT OUTREACH AND COMMUNICATIONS. Outreach and communications to the Town residents will include: an online and hardcopy survey, one open house, one hearing and newspaper articles in the Carbon County News as appropriate. The Planning Board will help Great West determine which outreach and communication steps will be most effective in gathering resident advice and guidance.</p>	Town and Great West Engineering	Ongoing throughout the project
<p>PLANNING BOARD FIRST WORK SESSION. Hold a work session with the Planning Board to discuss the opportunities and issues of importance to the Board. Great West staff will facilitate the meeting and document the proceedings.</p>	Town and Great West Engineering	Month 3
<p>CREATE A FIRST WORKING DRAFT OF THE GROWTH POLICY. Based upon advice from the Planning Board and residents, create a first working draft Growth Policy meeting the statutory requirements. The document will include goals, demographics, economics, community services, infrastructure and land use information, and a draft action plan. The document will include narrative, charts, tables, and maps as applicable. Ten (10) hard copies and an electronic version will be provided to the Planning Board.</p>	Great West Engineering	Month 3-4
<p>PLANNING BOARD SECOND WORK SESSION. Hold a second work session with the Planning Board to discuss the first draft of the Growth Policy and identify needed edits and changes. Great West staff will facilitate the meeting and document the proceedings.</p>	Town and Great West Engineering	Month 4

EXAMPLE OF SCOPE OF WORK FOR GROWTH POLICIES & BUDGET FOR SMALL COMMUNITIES (Population <5,000).

<p>SECOND DRAFT OF THE GROWTH POLICY. Based upon guidance received from the Planning Board at the second work session, complete edits to the Plan and create a second draft.</p>	<p>Great West Engineering</p>	<p>Month 5-6</p>
<p>DISTRIBUTION AND REVIEW OF SECOND DRAFT OF THE GROWTH POLICY. Seven (7) hardcopies and an electronic version of the second draft of the Growth Policy will be provided to the Planning Board. An electronic version will be provided for posting on the Town website. Two (2) hard copies will be provided for residents to review at the Town Hall. The Planning Board will review the second draft and will document any additions, comments, and edits they would like to see completed.</p>	<p>Town and Great West Engineering</p>	<p>Month 6</p>
<p>PLANNING BOARD OPEN HOUSE-HEARING. The Planning Board will hold a combined open house-public hearing on the second draft of the Growth Policy. The Board will identify any additional edits needed to the plan, including those identified by Town residents. Great West staff will attend the hearing and facilitate and document the proceedings including Board and resident questions and comments, needed edits and the Board’s recommendation to the Town Council. The Planning Board hearing is required under the statute.</p>	<p>Town and Great West Engineering</p>	<p>Month 7</p>
<p>TOWN COUNCIL MEETING. The Planning Board’s recommendation on the draft Growth Policy will be formally presented to the Town Council at a public meeting. The Town Council will render a final decision on adopting the document and identify any final edits needed to the document. Prior to the meeting, the final draft of the plan will be provided to each Town Council member in an electronic and hard copy form. An electronic version of the final draft will be posted on the Town website. Two (2) hard copies will be provided for residents to review at the Town Hall.</p>	<p>Town and Great West Engineering</p>	<p>Month 8-9</p>
<p>FINAL GROWTH POLICY. If necessary, based on the input received at the Town Council hearing on the draft of the Growth Policy, final edits to the adopted Plan will be completed and seven (7) final hard copies and an electronic version will be provided to the Planning Board and the Town Council.</p>	<p>Great West Engineering</p>	<p>Month 10</p>

Growth Policy

Hours are calculated at a rate of \$150 per hour. Estimates are for general project scoping purposes. A detailed project budget will be created before entering into a contract.

- Project scoping with Town of Bridger and resource assistance (current phase).
 - Responsibility: Town and Great West Engineering
 - 16 hours

- A kickoff meeting with the Town to discuss the project, roles and responsibilities, schedule, outreach to residents, communication preferences.
 - Responsibility: Town and Great West Engineering
 - 16 hours

- Outreach to Town residents using an online and hardcopy survey, newspaper articles and one open house.
 - Responsibility: Town and Great West Engineering
 - 12 hours

- Development of Socio-economic data and GIS mapping.
 - Responsibility: Great West Engineering
 - 20 hours

- One work session with the Planning Board/Town Council to identify the opportunities and issues facing the Town.
 - Responsibility: Town and Great West Engineering
 - 20 hours

- Development of a working draft of the growth policy, including research of existing community regulations and policies.
 - Responsibility: Town and Great West Engineering
 - 50 hours

- Second work session with the Planning Board to discuss and edit the working draft of the growth policy.
 - Responsibility: Town and Great West Engineering
 - 12 hours

EXAMPLE OF SCOPE OF WORK FOR GROWTH POLICIES & BUDGET FOR SMALL COMMUNITIES (Population <5,000).

- Editing of the draft growth policy based on the input of the Planning Board and Town residents.
 - Responsibility: Great West Engineering
 - 24 hours

- Statutory public hearing/open house on the draft growth policy held by the Planning Board with facilitation by Great West Engineering.
 - Responsibility: Town and Great West Engineering
 - 12 hours

- Public meeting held by the Town Council on the draft growth policy.
 - Responsibility: Town
 - 12 hours

- Edit the draft growth policy based on input from the Town Council.
 - Responsibility: Great West Engineering
 - 8 hours

Estimated total project hours: 202

Estimated total project cost: \$30,300

End of Period Disbursement Detail
Bank Account: Bank of Bridger - 110582
From 05/21/2024 to 05/21/2024
Total Only

Check Number: None

Date	Description	Case Number	Payer	Citation No.	Amount	
Account 200-170 - Court Costs					Account 200-170 Total:	\$23.00
Account 200-177 - Criminal Conviction Surcharge 7467 MCA 3-1-318					Account 200-177 Total:	\$220.00
Account 200-210 - Fines / Forfeitures - 1000 & 7451 (50/50 Split)					Account 200-210 Total:	\$2,980.62
Bank Reconciliation Journal Entry: Interest on 4/30/2024						
Account 200-250 - Misdemeanor Surcharge					Account 200-250 Total:	\$330.00
Account 200-340 - Technology Surcharge - 7458					Account 200-340 Total:	\$210.00
					Check Total:	\$ 3,763.62
					Report Total:	\$3,763.62