

MINUTES OF TOWN COUNCIL MEETING
November 2, 2023, 7:00 p.m.
TOWN OF VIRGINIA CITY, MONTANA
Elk's Lodge

Council Present: Justin Gatewood, David Bacon, Kacey Smart

Absent: Amy Grice, Greg Jorczyk

Staff Present: Timber Pruett Clerk/Treasurer, Eric Barsness HPO, Shane Leach PWD

Absent: None

Public Present: Liz Mannarino of The Madisonian (via Zoom), Tanya Engle, Mark Jacobs, Diana Bunitsky, Catherine Dixon

1) Call to Order: Meeting was called to order at 7:01 pm by Justin Gatewood, Mayor

2) Mayor and Commissioner's Reports/Comments:

a) Mayor Gatewood thanked the public for their patience as the water project has been underway. Mayor Gatewood noted that unexpected issues have been minimal and swiftly handled. The work on this project will pause once the weather gets bad and then resume next spring.

b) Mayor Gatewood participated in the Pace Park Improvement Committee last night, which is going well. Usability of this park will be improved this winter. The next Pace Park Improvement Committee meeting will be held on December 6th, following the Bear Smart Community Committee meeting, which will be take place from 6-7pm.

3) Public Comments

a) Tanya Engle mentioned that the Virginia City Christmas Stoll will be held on December 9th at the Elk's Lodge, from noon until 6:00pm.

b) Catherine Dixon asked if the Town had any plans to set up crosswalks on Wallace Street. Mayor Gatewood responded that there are no plans for that at this time.

4) Clerks Report:

Clerk Timber Pruett has continued working with Denning, Downey, & Associates to close the 22-23 Fiscal Year and begin the process for the audit of Fiscal Year 22-23. Timber also sent out notices with the water bills this month, informing the public that Virginia City incurred a slight DEQ violation, which was immediately rectified.

5) HPO/HPAC Report:

HPO Barsness reported that the semi-annual progress report for SHPO has been submitted and accepted. HPO Barsness has worked with Clerk Timber Pruett to create a flowchart of sorts for reviewing permits to ensure completion.

6) New Business:

a) Development Permit Application – Mark Jacobs (Gate)

i) HPAC approved this application unanimously.

MOTION: To approve Development Permit Application for Mark Jacobs (Gate). Motion made by Dave Bacon; Seconded by Kacey Smart. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

b) FY23-24 Contract for Eric Barsness, Historic Preservation Officer

i) Changes to be made: take out section #4 (Other Requirements)

MOTION: To approve the FY23-24 Contract for Eric Barsness, Historic Preservation Officer as amended. Motion made by Justin Gatewood; Seconded by Kacey Smart. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

c) Shop Heat Compensation

i) The Town of Virginia City doesn't have adequate space to store all of its equipment over the winter. This leads to a large amount of time spent warming up equipment when it needs to be used in the winter. John Benedict is willing to allow the Town to store equipment at his shop for the winter, at a rate of \$150 per month to help offset the cost of heating the shop.

MOTION: To approve the \$150/month expense for storing equipment in John Benedict's shop over the winter. Motion made by David Bacon; Seconded by Kacey Smart. **The question was called.** **The motion passed by voice vote, Justin Gatewood, Dave Bacon, and Kacey Smart in favor. None opposed.**

d) Update on ARPA Water Project

i) See 2a

7) Old Business

a) Madison County Task Force Update

i) Mark Jacobs gave the public an update on the progress being made by the Madison County Task Force as it pertains to the Madison County Courthouse. Currently, Madison County is looking at a proposal from Architecture Trio to plan the restoration of the Courthouse. The contract is yet to be signed. The Madison County Task Force is looking for additional members; specifically, they would like to see a member of the Virginia City Town Council join the Task Force, as well as an outside engineer.

8) Public Works Report:

PWD Shane Leach has been working on deconstructing the inside of the bathrooms at Pace Park, and will begin siding the building if/when an application is submitted and approved. PWD Leach has also been working on the Warming Hut, which has been roofed and is in the process of having the siding erected. PWD Leach added that the newly purchased snow bucket, which will be used on the skid steer to aid with snow removal, will be delivered within the next week.

9) Consent Agenda:

a) Minutes from October 5, 2023

MOTION: To approve the Minutes from October 5, 2023 as amended. Motion made by Kacey Smart; Seconded by Justin Gatewood. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

b) Invoices and Checks October 2023

MOTION: To approve the Invoices and Checks for October 2023. Motion made by Justin Gatewood; Seconded by Dave Bacon. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

c) Accounts Payable, Receivable, Adjustments, and Electronic Checks October 2023

MOTION: To approve the Accounts Payable, Receivable, Adjustments, and Electronic Checks October 2023. Motion made by Kacey Smart; Seconded by David Bacon. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

d) Bank Reconciliation for September 2023

MOTION: To approve the Bank Reconciliation for September 2023. Motion made by Justin Gatewood; Seconded by David Bacon. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

e) Great West Draw

MOTION: To approve the Great West Draw as presented. Motion made by Justin Gatewood; Seconded by David Bacon. **The question was called.** **The motion passed by voice vote, Justin Gatewood, David Bacon, and Kacey Smart in favor. None opposed.**

10) Public Comment:

a) None.

12) Adjournment

MOTION: To Adjourn. Motion made by David Bacon; Seconded by Kacey Smart. **The question was called:** **Motion was passed by voice vote, all in favor. None opposed.**

ADJOURNMENT:

Meeting adjourned at 7:52 pm.

Respectfully submitted and attested,

Justin Gatewood
Mayor

Timber Baceski
Clerk Treasurer