

# TOWN OF WHITEHALL

## AUGUST MINUTES

### ~~PUBLIC HEARING NOTICE 6:00 pm:~~

~~Ordinance 2024 1 reading: establishing procedures and requirements relating to construction, deployment and maintenance of telecommunications networks within the rights-of-way of the Town of Whitehall, Montana.~~

### ~~PUBLIC HEARING NOTICE 6:40 pm:~~

~~Ordinance 2024 2 reading: an ordinance authorizing the classification of certain Town offenses as municipal infractions, prescribing enforcement procedures and penalties, allowing for appeals, and establishing an effective date.~~

There was a Whitehall Town Council meeting on **Monday, August 19th, 2024, at 7:00 PM.**

Attendees: Kory Klapan, Bridget Morse, Kellie and Kevin Haberman, Dan Hagerty, Steve Anderson, Colton Howser, Liz Pullman, Allissa Christensen, Jenna Gill

The agenda is as follows:

## MUNITES

- I. 00:33 CALL TO ORDER
- II. INTRODUCTIONS  
Katy James, Linda, Jung, Tiffany McCue, Mary Hensleigh, Bill Lanes, Pat Peterson, Roy McBride
- III. 01:25 PLEDGE OF ALLEGIANCE
- IV. 01:44 PUBLIC COMMENT ON AGENDA ITEMS
- V. 02:02 AGENDA APPROVAL  
Linda motioned; Pat seconded - Passes
- VI. 03:07 APPROVAL OF MINUTES  
Roy motioned; Bill seconded - Passes
- VII. 03:45 PRESENTATIONS  
Roy McBride - Water Past Due Amounts
- VIII. 06:34 REPORTS | PLEASE KEEP REPORTS WITHIN A 3 TO 5-MINUTE SYNOPSIS
  - A. Mayor's Report and Public Service Announcements
  - B. Officer's Reports
    - a. Attorney
    - b. Clerk / Treasurer- 08:16
    - c. Public Works- 09:26
    - d. Fire Chief- 12:53
    - e. Sheriff
    - f. County Commissioner- 13:32
  - C. Committee/Board Reports
    - a. Pool Board – No Aug. meeting

- b. Sewer, Water, and Garbage- 14:10
- c. Streets, Alleys, and Sidewalks
- d. Planning Board- 19:24
- e. Whitehall Tax Incremental Finance District- 21:01
- f. Rec Complex- 21:56
- g. Parks, Trees, and Cemetery- 22:47

**IX. 25:21 CONSENT AGENDA – Roy motioned; Linda Seconded - Passes  
Water, Sewer, & Garbage**

**Streets, Alleys, & Sidewalks**

**Planning Board**

Denise Bausch – 304 W 1<sup>st</sup> St. – Fence application – Recommend approval

Rosalea Figgins – 405 E 1<sup>st</sup> St. – Concrete Pad for existing garage –  
Recommend approval

Zoning Updates being recommended for hearings to start on September 16th

**TIFF**

Recommending approval of TIFF Budget for 24/25 fiscal year

**Rec Board**

**Business License**

Denny Designs

Western Neon

The Twila LLC

**MISC**

**Pool**

**X. UNFINISHED BUSINESS**

- A. 26:32 Council discussion and determination of Court Clerk contract payment increase request.  
Linda Motioned to move the Court Clerk from salary to hourly rate of \$25 with a timesheet included with monthly invoices; Katy seconded - Passes
- B. 43:17 Council discussion and determination of remote work agreement with Kennedy Kleinsasser.  
Linda motioned to remove from table; Pat seconded - Passes
- C. 44:20 Council discussion and determination of Ordinance 2024-1 establishing procedures and requirements relating to construction, deployment and maintenance of telecommunications networks within the rights-of-way of the Town of Whitehall, Montana. **(second reading completed, adoption to go approve ordinances)**  
Roy motioned to table; Pat seconded - passes
- D. Council discussion and determination of Ordinance 2024-2 an ordinance authorizing the classification of certain Town offenses as municipal infractions, prescribing enforcement procedures and penalties, allowing for appeals, and establishing an effective date. **(second reading completed, adoption to go approve ordinances)**  
Roy motioned to table; Pat seconded - passes

- E. 44:46 Council discussion and determination to adopt a new remote work employee handbook policy.

**XI. NEW BUSINESS**

- A. 45:17 Council discussion and determination of Water Tank Additional Funding Strategy  
Linda motioned; Roy seconded - passes
- B. 55:05 Council discussion and determination of blacktop work bid on Yellowstone Trail leading to the school from Whitehall St.  
Bill motioned; Roy seconded - passes
- C. 57:57 Council discussion and determination of office printer lease.  
Roy motioned to lease the new printer; Pat seconded - Passes
- D. 1:03:21 Council discussion and determination to draft a three-party agreement pertaining to the easement between Northwest Energy, Town of Whitehall, and Haberman Property.  
Roy motioned to have clerk write up simple agreement to be signed by Mayor and Habermans; Bill seconded - Passes
- E. 1:12:31 Council discussion and determination of the creation of a Compensation Time Policy for the Employee Handbook.  
Pat motioned to postpone until November due to no clerks to help with research and writing of policy; Linda seconded - Passes
- F. Council discussion and determination of the creation of Work on a Holiday Policy for the Employee Handbook.  
Pat motioned to postpone until November due to no clerks to help with research and writing of policy; Linda seconded - Passes
- G. Council discussion and determination of the creation of a Call Out Pay Policy for the Employee Handbook.  
Pat motioned to postpone until November due to no clerks to help with research and writing of policy; Linda seconded - Passes

**XII. 1:13:53 PUBLIC COMMENT**

Nothing is debated or voted on during public comment. This is where the public gets the opportunity to talk about anything that is **NOT** on the agenda.

**XIII. 1:14:13 UNSCHEDULED MATTERS**

**XIV. 1:16:45 BILL/CLAIM APPROVAL LIST TO BE SIGNED BY ALL COUNCIL MEMBERS**

Pat motioned; Linda seconded - Passes

**XV. ADJOURNMENT**

Linda motioned; Pat Seconded - Passes

**Next Regular Council Meeting, Monday, September 16<sup>th</sup>, at 7:00 p.m.**  
To view the video recording please visit this [link](#).