

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**January 7, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Wanda Smith; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris, Public Works Raymond Ragsdale

Mayor Gatlin called the meeting to order at 6:02 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 12/24 and 1/25. No concerns, Mayor Gatlin called for a motion to approve the consent agenda items; Councilperson Turnbough made a motion to approve all consent agenda items, councilperson Morris second the motion; motion carried.

Public comment open; no comment received.

Unfinished business began with continued discussion on putting a limit of the number of pets/animals per residence in the future for residents within town limits. This discussion and decision stems from a hope to avoid any health or safety concerns. There has not been any decision made at this time.

Public comment open; no comment received.

Staff reports began with public works Ragsdale updating council on the training that him and Clerk Morris completed on the iamGIS software which is a mapping system that shows all the town's manholes, water lines, sewer lines, fire hydrants, water meters, etc. to track replacements, maintenance, additions, etc. Henry Shovic, with Shovic Associates, will be here Friday the 17<sup>th</sup> to review address adjusting to have the Town match the County and 911 addresses. Ragsdale also informed council that the Amende sewer project has been completed, with 3 new sewer lines being added to the town's customer list. Councilperson Lori made a motion to approve the new sewer and dumpster charges for the 3 new customer accounts that are annexed into the town; councilperson Morris second the motion; motion carried. Clerk Morris gave an update on behalf of Public Works Zimmer who has been busy plowing and moving snow, maintaining all equipment and servicing, as well as working with Clerk Morris on the progression of the "Smooth Streets" project through House Bill 355 (SLIPA) Funding that the Town is set to receive this year. Clerk Morris then began her administrative report by informing the council that the Annual Financial Report for the Fiscal Year ending on June 30, 2024, has been completed and submitted to the state. Denning, Downey, and Associates CPAs worked on the unaudited financials alongside the clerk to get this report filed. The clerk also informed the council of a few days at the end of January that she will be working remotely due to having to be gone on personal leave. The clerk has a laptop for work fully set up with all necessary software and government security for the device. Mayor Gatlin gave previous approval on the limited use of remote work, when necessary, as long as all work gets completed as necessary. Clerk Morris updated council on the progress of ARPA, House Bill 355 (SLIPA), Montana Main Street Program (MMS), and the Montana Community Reinvestment (MCR) grants that are in progress in 2025.

Public comment open; no comment received.

No new business to discuss at this time.

The following claims were reviewed and approved by Council:

**(DECEMBER)**

12732	ACTO International	Supply	185.00
12733	Hawkins Water Treatment	Chlorine Cylinders	110.00
12742	Torgerson's	Skid Steer Repair & Supply	4019.23

12746	Verizon	Utility	157.32
12747	Alderman Oil Co.	Propane	514.50
12748	USA Bluebook	Supply	197.72
12749	Hawkins Water Treatment	Chlorine Cylinders	110.00
12750	Broadus Foods	Supply	49.18
12751	Barbero Auto & Ag	Supply	198.43
12752	Department of Administration	AFR Filing Fee FY 6/24	550.00
12731	Grant's Hardware	Supply	202.57

(JANUARY)

12755	Powder River County	Law Enforcement	1750.00
12757	Wanda Smith	Reimbursement	40.00
12758	Cody Morris	Reimbursement	40.00
12759	Lori Turnbough	Reimbursement	40.00
12760	Chad Gatlin	Reimbursement	50.00
12768	The Corner Store	Fuel	239.76
12769	Energy Laboratories	Supply	63.00
12770	Alderman Oil Co.	Kerosene	45.00
12771	Powder River Examiner	Advertisement	54.00
12772	Ferguson Waterworks	ARPA	6324.71
12773	Shovic Associates LLC	GIS Work	482.00
12774	Grant's Hardware	Supply	332.42
12775	Denning, Downey, & Associates	AFR & Audit Work	9040.50
12776	Torgerson's	Supply	2478.31

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Turnbough second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 6:41 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**February 4, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Clerk/Treasurer Josie Morris, Public Works Cassidy Zimmer; Councilperson Raevyn Slovek Via Phone with Guests Waylon Billing; Tracy Thomas; Linda Bird

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 1/25 and 2/25. With no concerns, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Morris second the motion; motion carried and all consent agenda items approved.

Public comment open; Linda, Tracy and Waylon took the floor on behalf of the Powder River Area Economic Development Council (PRAEDC) to discuss the pilot tourism grant in terms of some funding desired to go toward park improvements. Council members along with Public Works Zimmer were asked what improvements they had in mind or desired to be done in the future. With feedback from PRAEDC, it was decided that a proposal for new playground equipment would be submitted to PRAEDC for the grant. None of these projects are guaranteed as the PRAEDC has to decide what is most important to spend the funds on and what projects fit the tourism aspect of the grant. Some sort of gazebo upgrade or pavilion installation was also considered and might be proposed as well.

Staff reports then began with Public Works Zimmer updating council members on all the plowing lately, new cutting edges ordered of which the cost is going up unfortunately for both the plow and big loader bucket. Zimmer dropped the motor out of Clifford and dropped it off at RPM Motors in Gillette, WY and we are awaiting a quote to rebuild the motor. Zimmer also informed council of the in-progress attempt to get some trees trimmed this winter with the help of local companies.

Clerk Morris reported that she is in the process of getting caught up on paperwork, administrative duties, and standard reporting after being out of the office. Morris is also coordinating with Denning, Downey, and Associates CPAs to get necessary documentation to them to complete the audit for fiscal year ending June 2024. Clerk Morris informed council members that 2025 alcohol license dues have gone out to local businesses with payments being received. Updated past due notices for water, sewer, and garbage utilities will be going out at the end of the month as well as updated violation of nuisance ordinance letters. Morris reported that she has no report on behalf of Public Works Ragsdale other than he will be back in the office Monday, February 10<sup>th</sup>.

Public comment open; no comment received.

No new business to discuss at this time.

The following claims were reviewed and approved by Council:

**(JANUARY)**

12777	PRCO MSU Extension	Big Sky Big Leadership Program	150.00
12681	PRCO Treasurer	2024 Real Estate Tax	4103.90
12779	Boss Inc	Supply	50.00
12778	Alderman's Quikstop	Fuel	349.19
12788	Verizon	Utility	157.35
12787	Arbor Day Foundation	Membership Dues	30.00
12786	Noble Law Firm PC	Legal Services	105.00
12784	Alderman Oil Co.	Propane	227.50
12783	Cass Zimmer	Mileage Reimbursement	350.00
12782	Energy Laboratories	Water Sample	63.00
12781	Timeclock Plus, LLC	Annual License Charge	280.50
12789	MMIA	Previous Balance	476.52
12790	Cass Zimmer	Storage/Hauling of Coal	1668.08
12791	PRCO Treasurer	Refund from 12-24; P & I '24 Taxes	1070.26

**(FEBRUARY)**

12812	Denning, Downey, & Associates	FY23-24 Closing; GASB Work; BMS	14623.70
12811	Grant's Hardware	Supply	235.65
12810	Barbero Auto & Ag	Supply	611.35
12809	Broadus Foods	Supply	17.97

12808	EMC Insurance Companies	Premium	1564.22
12807	Alderman Oil Co.	Remaining Balance	176.05
12806	Broadus Insurance Services	Surety Bond	115.50
12805	Local Government Services	FY24 Fire Dept AFR Fee	55.00
12798	Chad Gatlin	Reimbursement	50.00
12797	Raevyn Slovek	Reimbursement	40.00
12796	Lori Turnbough	Reimbursement	40.00
12795	Cody Morris	Reimbursement	40.00
12794	Wanda Smith	Reimbursement	40.00
12792	PRCO Clerk/Recorder	Law Enforcement	1750.00

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Turnbough second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 6:458 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**March 4, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris, Public Works Cassidy Zimmer; Public Works Raymond Ragsdale

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 2/25 and 3/25. With no concerns, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Smith second the motion; motion carried and all consent agenda items approved.

Public comment opened; no comment received. No unfinished business to discuss at this time.

Staff reports then began with Public Works Ragsdale updating council on normal water meter change outs to update our older meters or failing meters, system updates on iamGIS which is a new software that allows all public works to keep a record of fire hydrants, manholes, water & sewer lines, water meters, curb stops, valves, etc. It is a long process entering all the data at first but will be a great way to update and maintain records moving forward. ARPA projects are on pause at the order of the federal government.

Public Works Zimmer updated council on the continued plowing and ice removal, quotes on new pavilion and playground equipment for the PRAEDC group in the hopes of applying the proposals to the Pilot Tourism Grant. Zimmer also informed the council about the full removal of four dead trees within the Cottonwood Park as well as trimming multiple dead or dying branches off multiple trees.

Clerk Morris addressed the council on a resolution to be signed by the Mayor for the Community Heart and Soul program. The council also did an internal review of the first draft of the growth policy simple sharing comments and questions to pass onto Great West Engineers who are aiding in the completion of the growth policy update. Next, the Powder River Conservation District has two members up for re-

election as urban supervisors which are appointed by incorporated municipalities within the district and serve 3-year terms. With no concerns on their re-election Mayor Gatlin asked for a motion to appoint Gloria Rosencranz and Floyd Huckins as urban supervisors for another term; Councilperson Turnbough make a motion; Councilperson Morris second the motion; motion carried and supervisors re-elected. Then Public Works Ragsdale and Clerk Morris discuss the municipal waterline extension for some citizens that have requested it within crane acres in the future. Mayor Gatlin being one of the citizens who would like to have the waterline extension at his business shop. This extension is possible but will take some further discussion and research on the exact costs, if the water line needs to be sized up, how many connections there will be, how and when to shut off valves to complete the extension. Before any project is started, all citizens living within crane acres will be made aware of the situation and be given a choice to also become a town of Broadus water utility customer or to remain on their own well. Lastly, Ragsdale and Morris brought to the attention of the council an inquiry from the Broadus Boot & Tack regarding a question of abandonment of Rue Avenue near the creek and buildings. Further research is needed before this can be completed and coordination with land owners will also be necessary. At this time, Mayor Gatlin called for a motion to continue the process of researching the proper procedure to complete the abandonment of this street and move forward as able; Councilperson Morris make a motion and Councilperson Turnbough second; motion carried.

The following claims were reviewed and approved by Council:

**(FEBUARY)**

12826	Northern Truck Equipment	Supply	1683.82
12825	Energy Laboratories	BAC Water Sample	63.00
12824	Verizon	Utility Bill	157.35
12823	Alderman Oil Co.	Propane	1008.25
12822	Noble Law Firm PC	Legal Services	45.00
12821	Northwest Pipe Fitting Inc	Supply	31.84
12820	The Corner Store	Fuel	689.07
12800	Town of Broadus	Utility Services	575.61
12799	TRECO	Utility	2654.00
12828	Barbero Auto & Ag	Supply	286.02
12827	Broadus Volunteer Fire Dept.	Reimbursement	249.95

**(MARCH)**

12836	TRECO	Utility	2745.00
12835	Chad Gatlin	Reimbursement	50.00
12834	Raevyn Slovek	Reimbursement	40.00
12833	Lori Turnbough	Reimbursement	40.00
12832	Cody Morris	Reimbursement	40.00
12831	Wanda Smith	Reimbursement	40.00
12829	Powder River County	Law Enforcement	1750.00

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Slovek second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 6:50 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**April 1, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Sheriff Devin Boman; Guest Kelda Page

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 3/25 and 4/25. With no concerns, Councilperson Slovek made a motion to approve the consent agenda items reviewed above; Councilperson Turnbough second the motion; motion carried and all consent agenda items approved.

Public comment open – Guest Kelda Page informed council that she is now the county DES (Disaster Emergency Services) contact and was recommended to be the town's as well. Kelda brought a memorandum for Mayor Gatlin to sign approving this appointment. Councilperson Slovek made a motion to approve the appointment and sign documentation; Councilperson Morris second the motion; appointment approved and motion carried. Mayor Gatlin signed document and the County Commissioners will sign it as well.

Unfinished business began with addressing any updates on the growth policy draft, municipal waterline extension, and the boot and tack right-of-way abandonment; no updates or changes on any of the discussions; nothing to report.

Staff reports began with Public Works Ragsdale updated the council on his work to replace out dated or failing water meters at multiple residences. This has taken a few weeks to complete along with daily tasks. These updates have also been added to the iamGIS software as well as a complete list in progress of all curb stops and valves. Reports continued with Clerk Morris reading Public Works Zimmer's written report to council which listed the use of 18 bags of last years all weather road patch and a new pallet being delivered. The youth soccer program will begin in Cottonwood Park next week, April 8<sup>th</sup> and go until May 8<sup>th</sup>. Many trees have continued to be trimmed on the outside perimeter of the park to remove all dead or dying branches and trees. There have been multiple stumps that Zimmer has been grinding down; street right of ways have been swept; and a steel lid for the well pit was built for Amende's in their expansion of water services in Vallejo loop. Public Works Zimmer made a trip to Billings for broom wafers and a trip to Rapid City, SD for new dumpsters as well as working on some repairs for current dumpsters. Clerk Morris began her report by informing council that past due accounts of 90-120+ days will be reviewed this week with notices being sent out to necessary citizens. Clerk Morris then went over major fund remaining appropriations since we are in the last quarter of the current fiscal year budget (2024-2025).

Public comment open; Sheriff Boman requested to be put on the regular agendas as an additional staff member to give a regular monthly report; clerk will make the change on next months meeting. Sheriff Boman also discussed his hopes for a SRT (Special Response Team) in our area with surrounding counties; nothing is set in stone at this time. Boman also informed the council that Deputy Kinzer will be sent to training as a school resource officer to help enhance our connection with our schools and its students. Lastly, Boman briefly discussed the different placement choices for the upcoming new camera system.

New business began with Clerk Morris informing the council on the Broadus Community Open House April 22, 2025 in the courthouse lobby from 4:00-7:00 pm with all community members welcome to

attend. There will be refreshments provided and we hope to have the community provide support, feedback, and enthusiasm for revitalizing Broadus. This community event is being hosted by the Pilot Tourism Grant Committee, PRAEDC, MSU Extension, and the Town Office.

The following claims were reviewed and approved by Council:

**(FEBRUARY)**

12876	Barbero Auto & Ag	Supply	4268.00
12877	Team Lab	Fine Road Patch	1375.00
12878	Grant's Hardware	Supply	265.56
12871	Naxin Safety	Medical Supply	98.28
12872	Energy Laboratories	BAC Water Sample	63.00
12874	Verizon	Utility	157.35
12875	Broadus Foods	Supply	53.95
12870	Broadus Tree Service	Tree Trimming	2500.00
12868	Quill	Supply	73.99
12869	American Welding & Gas Inc	Annual Cylinder Lease	58.51
12867	Local Government Services	Late AFR – Fire Relief Ass.	55.00
12866	Alderman Oil Co.	Propane	591.00
12865	Dept. Of Treasury IRS	IRS Tax Deposits Due	4374.72
12829	Powder River County	Law Enforcement	1750.00
12831	Wanda Smith	Reimbursement	40.00
12832	Cody Morris	Reimbursement	40.00
12833	Lori Turnbough	Reimbursement	40.00
12834	Raevyn Slovek	Reimbursement	40.00
12835	Chad Gatlin	Reimbursement	50.00
12836	TRECO	Utility	2745.00
12851	Shovic Associates	GIS Mapping	537.62
12852	Shovic Associates	GIS Work	2252.64
12853	The Corner Store	Fuel	330.50
12854	Noble Law Firm PC	Legal Services	30.00
12855	Alderman'a Quikstop	Fuel	545.12
12856	Local Government Services	AFR Late Fee	110.00
12857	Boss Inc	Supply	105.98
12858	High Country Ag Marketing	Supply	137.40
12859	Grant's Hardware	Supply	174.91
12860	Trumps Repair	Labor	110.00
12861	Dept. of Environmental Quality	Annual	637.50
12862	MT Courts of Limited Jurisdiction	2025 Judge Conference	300.00
12863	Josie Morris	Reimbursement	275.76
12864	Josie Morris	Reimbursement	500.00

**(APRIL)**

12879	Powder River County	Law Enforcement	1750.00
12881	Wanda Smith	Reimbursement	40.00
12882	Cody Morris	Reimbursement	40.00
12883	Lori Turnbough	Reimbursement	40.00
12884	Raevyn Slovek	Reimbursement	40.00
12885	Chad Gatlin	Reimbursement	50.00
12890	AFLAC	Premium	89.64
12893	Northern Truck Equipment Corp	Dumpsters/Trip Spring	3899.94

12894	Fulton Electric	Office Light Repair	303.52
12895	Powder River Examiner	Subscription	38.00
12896	The Corner Store	Fuel	281.37

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Slovek second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 6:52 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**NO MAY MEETING – CLERK GONE TO CONFERENCE & MAYOR GONE TO STATE GOLF**

**TOWN OF BROADUS  
Regular Council Meeting  
June 3, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek; Councilperson Smith; Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Public Works Cassidy Zimmer

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 4/25, 5/25 and beginning of 6/25. The claims included travel request forms for Clerk Morris and Judge McEuen for annual judge’s conference and annual clerk conference. Lastly, Clerk Morris brought to question the MT League of Cities & Towns October 2-day training in Billings asking for approval to attend training and approve additional cost of \$300 in fiscal year 24-25 budget. With no concerns or questions, Councilperson Slovek made a motion to approve the consent agenda items reviewed above; Councilperson Morris second the motion; motion carried and all consent agenda items approved.

Public comment open; no comment received.

Unfinished business began with the discussion of the Community Open House on April 22, 2025 with Clerk Morris comments being it was a great turnout with more community members than anticipated. Multiple community members remained after their initial voting and comments review to discuss projects with other community members. There were many questions asked about multiple projects to better understand the Powder River Area Economic Development Council’s goals with the Pilot Tourism Grant in coordination with the Town of Broadus and Powder River County for Downtown Master Plan and Growth Policy. These plans will help aid in the application and reward of funding when needed for projects as well as outline an overall goal for our Town and County. To the best of our knowledge there was a minimum of 100 people from within our community that attended this event. Of these attendees, all seemed inquisitive and enthused about all information on display. The \$200 cash prize for signing into the event to help us gather an accurate count also drew in multiple members with Kurt Collins being the drawn winner. The Town of Broadus, Powder River County, Powder River Area Economic Development

Council, MSU Extension Office and all other coordinating groups give a sincere THANK YOU to all community members for your shared thoughts, opinions, goals, and hopes for our community!

Public comment open; no comment received.

Staff reports began with Public Works Ragsdale reminding council that all ARPA funds have to be spent by December 31, 2025. The last check in with Great West Engineering showcased that we had \$505,174.25 and due to the high amount of remaining funds, the Town will go ahead and complete the steel water storage tank repair inside and out. Next, the sewer line replacement in the alley behind The Coffee Shop running to Power River Tire and Lube LLC will begin Summer of 2025 and Bill Gay will complete the work. Ragsdale will also have PACE Construction clean the sewer lines again this year with some lines possibly needing a camera ran through. Ragsdale is hoping to coordinate the project with PACE around the same time as Bill Gay's work. Other projects he hopes to apply to the ARPA funding will be to price out fencing for B.J. Crane for Summer or Fall of 2025 in return for the ½ Acre he donated to the lagoon as well as a new computer monitor and desktop for Clerk Morris as her current one is 8+ years old and slowing down. Any remaining funds he hopes to purchase more water meters that will continue to replace old and outdated ones that will coordinate with the new auto read software to eliminate human error. Ragsdale then reported that he has begun to discharge the lagoon which will continue for roughly a month. It has been 3 years since he has had to discharge and completed a sanitary survey on the lagoon with an employee from Montana Department of Environmental Quality (DEQ). Lastly, Ragsdale will be leaving on June 11, 2025 headed to Libby, MT for State Fire Convention.

Reports continued with Public Works Zimmer stating that in April he completed dumpster repairs and raised up some pads. Two pallets of all weather road patch have been used with more soon to be ordered. The Youth Soccer Program hosted in the park in May went well with no issues. Zimmer has been busy blading a majority of the alleys except those that did not need it at this time. He reported on a broken RA pole when blading an alley down; TRECO charged the Town for new pole. Graveled alley being the Montana Bar & Café, took it down in the hopes of better draining. Public Works Zimmer also had an encounter with Alderman's Quikstop staff while repairing fence on town property behind the fuel station; the situation will be addressed at a later date. The brakes were replaced on Sonny (brown work pickup) and repairs on Sandy (white dump truck) were completed before putting it away for the summer. Some old tires were taken to the last Kuhbacher Auction along with cleaning up old snow piles. The Town of Broadus and Powder River County are going half and half on an asphalt paver for \$15,000. The County will purchase the paver outright with the Town reimbursing them half of the cost in fiscal year 2025-26. With the HB 355/SLIPA funding there is a total project cost of \$64,212.50 including the grant funding and the Town's 25% match; this "Smooth Streets" project will begin Summer of 2025. Once project is complete it will be reported to the State and the MT Department of Commerce with the help of Great West Engineering to ensure proper reporting. Zimmer and Wilson have been doing lots of mowing on town property and right of ways with repairs being done to the old mower. Grant Trucking & Repair has serviced the garbage truck twice now, doing a very thorough job and providing great service to the equipment and town employees. The motor of Clifford (old red/black dump truck) has been completely rebuilt and picked up with Zimmer hoping to get it reinstalled in the coming week. Lastly, Todd Gardner got SEDC grant in the amount of \$5,000 for the Town of Broadus from the Community Endowment Fund for basketball hoop replacement in Cottonwood Park. Local community members James Riley, Pete Wenzel, Kyle Coplan, and Todd Gardner donated additional funds with the grant to cover full cost of the hoops.

Clerk Morris began with the reading of a proclamation sent out by MT League of Cities and Towns in May for Municipal's Week, it allows cities and towns to recognize May 4-10, 2025 as "Municipal's

Week” to show appreciation to all clerks, deputy clerks, treasurers, etc. within local governments. Councilperson Slovek moved to approve the proclamation and recognition of these dates in May; Councilperson Morris second. Mayor Gatlin signed the proclamation with Councilperson Slovek to attest and sign. The proclamation will be sent to the Powder River Examiner for official posting. Next, the Arbor Day celebration originally planned for May 19<sup>th</sup> was moved to May 22, 2025 due to rain. Margaret Scoles from the Town of Broadus Tree Board read the proclamation on behalf of Mayor Gatlin. She took photos and submitted an article to the Powder River Examiner; both of which will be sent to Tree City USA and the Arbor Day Foundation. Clerk Morris then began her recap of conferences attended in April and May. The Confluence Health Conference attended with the P.R. County Public Health Nurse, Taylor Thrush, April 8-10<sup>th</sup> in Helena, MT was very influential as far as the authority and requirements of a Board of Health. Clerk Morris attended this conference on behalf of the Town of Broadus and Powder River County since they maintain a combined city/county Board of Health. Our area is one of 12 communities within the State of Montana that has this combined board which is due to our population size and other qualifications from the State. This conference hosted roughly 300 individuals ranging from Public Health nurses, Public Health Officers, Sanitarians, Board of Health Members, etc. that aided in informational lectures on how to benefit our community in terms of health, cleanliness, prevention of critical outbreaks, education and protection of our environment, youth involvement and education, as well as legal authority of the board in terms of resolution creation. Taylor and I will discuss some of the educational opportunities and improvements at the next Board of Health meeting that we hope to bring to our community for the betterment of it. The Annual Clerk’s Institute or Clerk’s Conference held in is an annual conference for clerks, deputy clerks, treasurers, elected officials, council members, etc. where you are informed of any changes with house bills or the legislature that would affect local governments. This is the third year attending for Clerk Morris; attending this annual conference is not only necessary for continued education as well as gathering resources and contacts for knowledge or questions throughout the year. The conference hosts lectures/presentations from 8am to 5pm May 5<sup>th</sup> – 9<sup>th</sup> with many presenters ranging from the State, MT DEQ, MSU Extension, MT Local Government Center, other Cities/Towns, Montana Municipal Interlock Authority Insurance, and many other places. All attendees of the conference earn education credits that help them work toward a Montana State Certification for Clerks and with extra requirements can become certified through the International Institute of Municipal Clerks. One major change in legislature that will affect the Town of Broadus is that effective October 1, 2025 all council meetings will be required to be audio recorded. Due to our population size, it is only required for audio to be recorded, not video with all recordings to be kept and stored for a minimum of 1 year. All recordings must be posted/uploaded to a social media page and/or website where the public can access. Audio recordings can be turned off for closed meetings but it must be clearly stated before closing. Closed meetings must meet the closed meeting law requirements to be closed from the public. The ARPA financial report due April 30, 2025 to report current expended funds from June 30, 2024 to April 30, 2025 was submitted late, without any fees. Clerk Morris intentionally submitted this report late to have assistance from more experienced people at the annual conference to ensure proper and adequate reporting of funds. The state did not send out any violation letters or fees for the late submission as it was still submitted within the grace period. Jodi Rogers from the Montana League of Cities and Towns aided in the review and submission of the financial report. This report helps track the ARPA funding to ensure all federal funds are spent by December 31, 2025 or any remaining funds are required to be released back to the federal government. Lastly, Reds Fireworks will be providing copies of liability insurance to the Town of Broadus for the firework stand that will be placed in the gravel right of way near Cottonwood Park for July 4, 2025. To be compliant with the Town’s liability insurance, the firework stand will be set up and taken down on a daily basis and be able to be moved easily with tires, hitch, etc. that defines it as mobile and not a permanent structure. Firework stand will not be inside the boundaries of the park for any means.

Staff reports finished with Sheriff Boman not present due to work obligations.

Public comment open; Councilperson Turnbough addressed the situation of a couple pit-bull mix dogs back in town, which violates the Town Ordinances. Nothing has been done at this time other than Clerk Morris and Public Works Ragsdale informing and discussing the information with both Sheriff Boman and Judge McEuen. Will look into how to proceed properly and move forward. It has been noted that it was brought to the attention of the council by the public.

The following claims were reviewed and approved by Council:

**(APRIL)**

12913	Alderman Oil Co.	Propane	397.37
12930	Energy Laboratories	Health & Water Quality Test	434.00
12932	Black Hills Windshield Repair	Equipment Repair	300.00
12931	Trumps Repair	Vehicle/Equipment Service1	104.50
12934	Broadus Foods	Supply	6.99
12933	Hawkins Water Treatment	Supply	50.00
12936	Josie Morris	Reimbursement	500.00
12935	Barbero Auto & Ag	Supply	545.89
12902	Alderman's Quikstop	Fuel	377.11
12901	Denning, Downey & Associates	WIP FY Audit	7770.00
12900	Boss Inc	Supply	316.93
12899	Energy Laboratories	BAC Sample	63.00
12898	Shovic Associates LLC	GIS Work	659.00
12897	Josie Morris	Mileage & Meal Reimbursement	620.40
12904	Josie Morris	Mileage & Meal Reimbursement	146.44
12908	Mid-American Research Chemical	Supply/Chemical	828.80
12907	Torgerson Equipment	Supply	1823.31
12905	MMIA	Q1 2025 WC Assessment	2605.42
12912	Fireman's Company	Annual Service of Fire Ext.	287.45
12911	Noble Law Firm PC	Legal Services	180.00
12910	Verizon	Utility	314.67
12916	Montana Taxpayers Association	Membership Dues	60.00
12915	Montana Rural Water Systems	Membership Dues	350.00

**(MAY)**

12937	Noble Law Firm PC	Legal Services	300.00
12938	Josie Morris	Mileage & Meal Reimbursement	839.80
12928	AFLAC	Premium	89.64
12921	Lori Turnbough	Reimbursement	40.00
12923	Chad Gatlin	Reimbursement	50.00
12922	Raevyn Slovek	Reimbursement	40.00
12920	Cody Morris	Reimbursement	40.00
12919	Wanda Smith	Reimbursement	40.00
12917	Powder River County	Law Enforcement	1750.00
12944	Grant's Hardware	Supply	758.41
12943	Josie Morris	Supply Reimbursement	96.54

12942	Alderman's Quikstop	Fuel	211.39
12941	Team Lab	Fine Road Patch	1320.50
12985	Grant's Hardware	Supply	464.20
12984	Hawkins Water Treatment	Chlorine Cylinders	2691.33
12940	The Corner Store	Fuel	458.42
12939	Boss Inc	Supply	678.24
12945	USA Bluebook	Supply	431.21
12957	Dept of Environmental Quality	Permit Renewal	210.00
12956	TRECO	Powder Pole Replacement	2563.97
12975	Grumpy T's Goal Furnace Service	Furnace Parts	965.00
12979	Powder River Petals	Supply	300.00
12978	Energy Laboratories	BAC Sample & CCR Report	246.00
12977	Alderman Oil Co.	Propane	62.50
12976	Broadus Foods	Supply	197.63
12982	Immense Impact, LLC	Annual Website Subscription	737.00
12958	Hi-Tech Auto Repair Inc	Tire Repair & Uniseal	38.00
12955	Contractor Supply	Sprinkler	362.66
12981	Barbero Auto & Ag	Supply	140.71
12980	Grant Trucking & Repair	Service & Maintenance	1087.87
12983	RPM Machine Inc	Rebuild on Equipment/Engine	5494.15
12986	USA Bluebook	Meter Probe	1816.89

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Slovek second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 7:15 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**July 1, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek; Councilperson Wanda Smith; Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Public Works Cassidy Zimmer; Guests Melissa Billing; Sheriff Devin Boman; Richard Sparks

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes and claims from 6/25 and beginning of 7/25. With no concerns or questions, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Morris second the motion; motion carried and all consent agenda items approved.

Public comment open; Richard Sparks took the floor to update the council on the discussion of the abandonment of the right-of-way to Rue Ave west of the Boot and Tack. Sparks brought the discussion to Bernard Crane, who had no issues with the Town abandoning that right-of-way to the street on the land that he owns part of. Sparks would like to be more marketable for the property and believes the business

may already be encroaching on the right-of-way although neither Sparks nor the Town has looked into it with no plans of that street being further developed. Sparks also spoke to Cory Wilhelm, a surveyor out of Miles City, MT who stated that a survey is not required for abandonment outside of the resolution by Council and Mayor. It was recommended to build verbiage into the resolution to ensure that present and future property/business owners cannot build on top of the main water line that runs through that area. With no concerns from the council, Clerk Morris will work with the city attorney to draft a resolution with the necessary verbiage to finalize the abandonment of this right-of-way.

Unfinished business began with Clerk Morris introducing the final draft of the Downtown Master Plan created and submitted by Great West Engineering with the help of the Powder River Area Economic Development Council. After discussion on the final draft presented, with the shared opinions from Melissa Billing, the council was asked to move and approve the draft with the changes mentioned. Councilperson Slovek made a motion to approve the draft of the downtown master plan as presented with a few modifications to the items in which the town is responsible for; Councilperson Turnbough second the motion; motion carried. Mayor Gatlin then signed Resolution 2025-03 adopting the Downtown Master Plan.

Staff reports began with Public Works Zimmer informing council that extra dumpsters will not be provided for the fair, nor will employees be coming in on Saturday to empty them. This decision was made after results of the previous year with council in agreement. No other major reports from Zimmer.

Reports continued with Public Works Ragsdale informing the council that he started to discharge the lagoon the end of may and finished on the 24<sup>th</sup> of June, closed between cell 2 and 3 and started dumping cell 1 into cell 2. Ragsdale and Public Works Wilson have been busy replacing some meters and finally got everything necessary to change out more. Currently there are about 30 old meters that need to have the ability to read with radio read or touch pad to eliminate some of the human error and time in reading meters in the future. The fire hydrant by the swimming pool broke with it needing to be taken apart to fix it. On June 16 -18, 2025 Pace Construction out of Billings came to flush and pressure test all of the sewer lines again. Our contractors working on the installation of the SCADA at the main well and finish up at the Hill well came to install the new pumps in at the lagoon only to figure out that they need different parts for our lagoon system; they will be back at a later date to complete installation. Next, some ladies with DNRC came on June 24, 2025 to meet and discuss the proposed floodplain changes that removed some area on the east side of the highway and added some areas going up Wilbur Ave to Wilson Street. The only building that will be affected is the UPS and Carquest as well as a small part going across the east part of the Broadus Motels. There are a couple of houses further south, on the east side of the highway that will also now be in the flood fringe. The ladies from DNRC explained that this is all a draft and it won't go into effect until 2028 estimated. Closer to when it will be in effect they will come back and meet with council and Powder River County to help host public meetings for information and clarity. They lastly mentioned that there will be some changes with giving and taking land along the river but it does not appear to affect any structures on that land. Lastly, Ragsdale has been visiting with our engineers at Great West Engineering to look into planning grants for the future with looking into adding some pressure to the mainline coming from the storage tank in the hopes of giving citizens higher up more pressure as well as looking into a capital improvement plan. These planning grants may also be looked at for the feasibility of putting an 8-inch water line over to Crane acres for any of the citizens talking about wanting town water service in that area. Nothing is finalized and no planning grants will be accepted without council approval and public knowledge. At this time the engineers are soliciting bids on the steel tank to have it repaired with no information received yet.

Sheriff Boman then took the floor to update council on their zoning in on traffic stops, specifically the 30mph zones, for safety purposes. Boman attended the Montana Sheriff and Peace Officers Association where he learned of House Bill 333 that provides information and clarification on the rules and regulations for local towns and third-class cities to operate. Boman then asked for the council to clarify what the regulations regarding fireworks are in terms of when to end them. There is no current ordinance or policy that states a specific finish time for festivities such as fireworks when technically all fireworks are illegal within town limits although it has not been enforced. With council and Sheriff Boman in agreement, for July 4<sup>th</sup> and New Years Eve celebrations, it will be recommended and enforced that fireworks should finish by 1:00 a.m. The council will work to get this policy put into writing for future events. At this time, Councilperson Slovek make a motion to set and enforce the fireworks shut down of 1:00 am for fourth of July and New Years of each year; Councilperson Morris second the motion and motion carried. Lastly, Sheriff Boman encouraged the council to purchase and put up more signage at the Cottonwood Park to further clarify the no camping and overnight parking within the park with motorcycle and tourist travel increasing this time of year.

Clerk Morris began her report with the review of year end reports for fiscal year ended June 30, 2025 as well as review of the final design for new metal sign in Cottonwood Park made by Gillette Steel Center out of Gillette, Wyoming.

New business began with the review and approval of the MCEP infrastructure Planning Grant Application Forms and Resolution 2025-01 and 2025-02. These resolutions stand as an authorization for Great West Engineering to apply to the Montana Department of Commerce for financial assistance from the Montana Coal Endowment Program (MCEP) on behalf of the Town of Broadus and report back to the council. Lastly, Clerk Morris asked the council to set a time for the preliminary budget hearing which will be open to the public. It was decided that the regular council meeting on August 5, 2025, at 6:00 would be postponed to August 19, 2025, at 6:00 pm at Town Hall with the Preliminary Budget Hearing to be held following the regular council meeting. Preliminary Budget Hearing is open to the public for comment.

The following claims were reviewed and approved by Council:

***(JUNE)***

13014	Denning, Downey, & Associates CPAS	FY24 Audit	12950.00
13013	Energy Laboratories	BAC Sample	63.00
13012	Verizon	Utility	157.32
13008	AFLAC	Premium	89.64
13005	Chad Gatlin	Reimbursement	50.00
13004	Raevyn Slovek	Reimbursement	40.00
13003	Lori Turnbough	Reimbursement	40.00
13002	Cody Morris	Reimbursement	40.00
13001	Wanda Smith	Reimbursement	40.00
12999	Powder River County	Law Enforcement	1750.00
12988	Alderman Oil Co.	LP Annual Tank Rental	48.00
12993	Great West Engineering	MCR Grant	13926.85
12994	Great West Engineering	MT Mainstreet Grant	13558.10
12998	Quad K Supply	Supply	1040.00
12997	MT Magistrates Association	Membership Dues	300.00
12995	Black Mountain Software	UB/AMR Interface Software	315.00
12987	Margaret Scoles	Tree Board	109.99
12992	The Corner Store	Fuel	969.84

12991	Energy Laboratories	Samples	251.00
12990	Todd Gardner	SCDC Grant	5000.00
12989	US Postal Service	Annual Box Renewal	154.00
13011	Josie Morris	Reimbursement	500.00
13010	Powder River Chamber of Commerce	Membership Dues	500.00
13018	Gillette Steel Center	Custom Sign	1669.00
13017	Energy Laboratories	BAC Sample	172.00
13016	USA Bluebook	Supply	1816.89
13015	Association of Public Treasurers US&C	Membership Dues	159.00

***(JULY)***

13028	Grossenburg Implement Inc	Supply	75.52
13029	Grant's Hardware	Supply	778.70
13026	Hawkins Water Treatment	Chlorine Cylinder	20.00
13027	Broadus Foods	Supply	97.04
13025	Powder River Petals	Flowers/Plants	124.50
13024	Team Lab	Fine Road Patch	938.50
13023	Raymond Ragsdale	Reimbursement	35.55
13022	Century Companies Inc	Asphalt/ SLIPA Grant	63841.75
13020	Great West Engineering	Task Order #5	7582.75
13021	Great West Engineering	Task Order #4	10593.75

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Slovek made a motion to adjourn; Councilperson Morris second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 7:18 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS  
Preliminary Budget Hearing  
August 19, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Wanda Smith; Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Public Works Cassidy Zimmer

Due to unforeseen circumstances not all members of council could attend, nothing to be voted on so members available continued to hold the public hearing. Clerk Morris called the Hearing to order at 6:00 pm and lead the pledge of allegiance. At this time the hearing is open to public comment; no comment received. Clerk Morris began to go over all preliminary budget numbers. Changes to highlight in this fiscal year include the continued use of ARPA money to update water and wastewater projects as well as proposed 1.5 – 2.0% increase in water base rate (0.47 – 0.65 cents) as well as proposed \$5.00-7.00 increase in sewer base rate. Final rates for increase(s) will be set at Final Budget Hearing & Meeting on September 2, 2025 at 6:00 pm. No major changes in proposed numbers for the water, waste water, and

garbage funds in comparison to last year. Health insurance rates through Montana Municipal Interlocal Authority have increased for each plan; the Town pays full health insurance for all employees. Some minor changes in the general fund to reflect accurate training costs for employees as well as some increased association dues. Proposed changes to the general fund in terms of allocating more resources toward the gas apportionment tax from the state. Changes to the SID Street Light and Road Maintenance Districts was proposed by increasing the rate per lot and this would be seen on the yearly county tax forms. This is not a new establishment of district, only a proposed change from \$20.00 per lot to \$40.00 per lot to increase the Town's ability to purchase larger quantities of asphalt to continue to repair and repave necessary streets. As for the Street Light Maintenance District a proposed increase from \$70.00 per lot to \$85.00 per lot was mentioned as the cost for operating expenses continues to rise for utilities. A proposed cost of living allowance between 1.5 - 2.0% was mentioned with nothing decided while all employee have to be evaluated for any proposed raises. At this time Clerk Morris opened the floor to any public comment; no comment received. Final budget and coordinating resolutions will be reviewed, voted on, and signed at the Final Budget Meeting Tuesday September 2, 2025 at 6:00 pm at Town Hall. With nothing further to be presented at this hearing before the council, Councilperson Morris moved to close the hearing, Councilperson Turnbough second the motion. Mayor Gatlin adjourned and closed the preliminary budget hearing of the Broadus Town Council at 6:30 p.m.

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Chad Gatlin, Mayor

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Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**August 19, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Wanda Smith; Clerk/Treasurer Josie Morris; Public Works Raymond Ragsdale; Public Works Cassidy Zimmer

Mayor Gatlin called the meeting to order at 6:32 pm. Following the pledge of allegiance council reviewed the previous minutes from July 1, 2025 and claims from 7/25 and beginning of 8/25. With no concerns or questions, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Morris second the motion; motion carried and all consent agenda items approved.

Public comment open, no comment received. No unfinished business to address and no public comment on unfinished business.

Staff reports began with Public Works Ragsdale updating the council on the sewer line replacement project in the alley from The Coffee Shop to the Powder River Tire and Lube Building; from manhole 28 to manhole 29 complete line replacement has been finished. The Town is waiting for Bill Gay to submit his final invoice. This invoice will be passed on to Great West Engineering who is assisting the Town in completing ARPA draw requests. Second, the company that installed the SCADA at both wells came twice to get the grinder pumps up and running at the lagoon. Next, the bid(s) for the steel water storage tank came in, one bid came in at \$467,248 and the other bid came in at \$247,450. The second bid from Carr Coating LLC from Belle Fourche is the one that will be contracted for the work and Great West Engineering will handle the accounting to see what remains of the ARPA funding after this project. Ragsdale hopes to get prices on another 100-radio read water meter devices as well as new chlorine cylinder scales for each well. He is working to wrap up the remaining spending for ARPA as all funds must be spent by December 2025. Then, there is a fencing project under way on the north end of Town running from the elementary school by the cemetery fence to behind Kathy Heidel's property. Chase Talcott has his dozer up there making a line for the new fence that Myles Gardner will be installing.

Public Works Zimmer began his reports with informing the council that all SLIPA (HB 355) funds for the Broadus Smooth Streets project have been spent and project is complete. The project paid for new asphalt and equipment to repave the street from the elementary school down to the turn off for the football field. The project went well with Zimmer enjoying how the new paving machine handled the project. Next, he reported on the \$5,000 grant from the Powder River Community Endowment Fund that allowed for two basketball hoops to be replaced at the courts within the Cottonwood Park. Photos of the new hoops and an article on the project will be sent to the Powder River Examiner. Mayor Gatlin accepted the check for the grant funds from Todd Gardner at Broadus Insurance, who assisted in the project and funds management. Zimmer then reported on the 5-6 loads of dirt that he hauled out of the alley after the sewer line replacement project in an effort to level it back out. He plans to lay some gravel on it later to get it back in good shape. He has been busy patching lately, trying to hit all the important or worst spots in the streets throughout the Town. Lastly, with the new paving machine that was purchased by Powder River County, that the Town of Broadus will pay 50% of and co-own, Public Works Zimmer brought the discussion of selling the old patching machine to the council's attention. This older paving machine has been difficult to ensure all elements are just right in order to have it function properly. With that being said, Zimmer believes all patching can be completed in the future without this machine and hopes to be able to pave larger sections at a time versus patching so many smaller sections.

Staff reports ended with Clerk Morris informing the council that the auditor has started the closing process for fiscal year end June 30, 2025 with the hopes of financials being closed by end of August 2025 and the full fiscal year 2024-2025 audit being completed shortly after. This audit is required to be completed and submitted to the state by end of annual year 2025.

The following claims were reviewed and approved by Council:

***(JULY)***

12925	Town of Broadus	Utilities	585.57
13043	Montana League of Cities & Towns	FY 25-26 Membership Dues	1000.00
13065	The Corner Store	Fuel	74.00
13064	Fairmont Hot Springs Resort	Clerk Conference Lodging	584.00
13063	Etsy	Supply	523.21
13062	Amazon	Supply	505.99
13061	Aflac	Premium	89.64
13060	Rocketlaw	Subscription	39.99
12927	US Postal Service	Water Sample	69.24
12926	Unum	Premium	175.10
13039	The Corner Store	Fuel	872.82
13038	Northwest Pipe Fitting Inc	Supply	2687.24
13037	Boss Inc	Supply	688.90
13036	Barbero Auto & Ag	Supply	1192.74
13035	Josie Morris	Municipal Training	184.40
13046	Verizon	Utility	157.29
13045	Broadus Tree Service LLC	Tree Trimming	1200.00
13044	Energy Laboratories	Effluent & Influent Samples	251.00
12918	Range Telephone Co-op	Utility	177.47
13068	Josie Morris	Travel Reimbursement	125.60
13033	MIDCO Diving & Marine Services	ARPA	4136.00
13032	Ferguson Waterworks	ARPA	18004.33

13034	Montana Municipal Interlocal Authority	MMIA WC Report	2588.89
13042	MMCT & FOA	Membership Dues	50.00
13041	Energy Laboratories	Water Sample	63.00
13040	Trumps Repair	Repair & Maint.	342.50
<b>(AUGUST)</b>			
13095	Grant's Hardware	Supply	374.77
13094	Alderman Oil Company Inc	10-Gal Hydraulic Oil	138.00
13093	Barbero Auto & Ag	Supply	106.20
13092	Broadus Foods	Supply	145.16
13091	Hawkins Water Treatment	Chlorine Cylinders	20.00
13090	Energy Laboratories	Water Sample	63.00
13089	Abbey Olson	Office Work	315.00
13107	PRAEDC	Blade Sign	50.00
13106	Nexus CPA Group	FY 24-25 Closing	2790.00
13105	Verizon	Utilities	115.86
13104	Boss Inc	Supply	255.98
13102	The Corner Store	Fuel	991.89
13096	Powder River County	Law Enforcement	1750.00

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Turnbough second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 7:10 pm.

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Chad Gatlin, Mayor

Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Final Budget Hearing**  
**September 2, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Wanda Smith; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris; Guest Melissa Billing

Mayor Gatlin opened the Final Budget Hearing for public comment at 6:07 pm; no comment was received at this time. Following the pledge of allegiance council reviewed the previous minutes from August 19, 2025, and claims from 8/25 and beginning of 9/25. With no concerns or questions, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Slovek second the motion; motion carried, and all consent agenda items approved.

Public comment open; Melissa Billing took the floor to discuss the Downtown Master Plan project including the adoption of the plan leaving \$8,800.00 remaining funds of the Montana Mainstreet Grant. With desire to use all funds given to us, the remaining funds will be paid to Gardner & Billing CPA as invoiced. These funds will be used to create visual representations that will be adopted to the completed plan as additional information. These visual representations will increase the understanding of certain aspects of the plan in terms of recommendations for projects. With no disagreements, Mayor Gatlin called

for a motion to allocate the remaining Montana Mainstreet Grant to Gardner & Billing CPA for their work on visual representation documents, Councilperson Morris made the motion; Councilperson Slovek second, motion carried. Next, Melissa informed the council that when this current Montana Mainstreet Grant for planning is spent and closed out, there is opportunity to apply for an implementation grant next to use toward projects. The Montana Mainstreet grants require a 20% match, and the desire is to have the Pilot Community Tourism Grant cover the match with the new implementation grant if our first project within the grant coordinates with the tourism grant. Melissa spoke on behalf of the Pilot Tourism Grant Committee stating that an official vote would have to be taken to give the match, but that it is a realistic thought in it being approved. Mayor Gatlin called for a motion to apply for the second Montana Mainstreet Grant; specifically, an implementation grant; once the current grant is closed out; Councilperson Slovek made the motion; Councilperson Turnbough second the motion; motion carried.

Unfinished business began with Clerk Morris updating the council on the fiscal year 2024-2025 ending in June 2025 financial closing with Nexus CPA Group, the Town's contracted auditor. The auditor found a few duplicate revenue records that would need reversing as well as overall Black Mountain reconciliation. Clerk Morris informed the council that closing entry adjustments would be finalized and posted soon.

No staff reports currently with public works Ragsdale and Zimmer being unable to attend the meeting and Clerk Morris having nothing other than budget and audit closings to discuss. Sheriff Boman was not in attendance for a report.

New Business began with Clerk Morris reviewing the line- item budget numbers that were first mentioned at the preliminary budget hearing on August 19, 2025. Changes highlighted previously include the continued use of ARPA money to update water and wastewater projects as well as proposed 1.5 – 2.0% increase in water base rate (0.47 – 0.65 cents) as well as proposed \$5.00-7.00 increase in sewer base rate. Final rate increase for the water base rate was decided at 2.0%, making it a 0.62 cent increase to the base rate for water services for every citizen and the multiplier for actual gallons of water used increasing from 2.13 per 1,000 gallons to 3.00 per 1,000 gallons. The final rate increase for the sewer base rate, simply to be connected to the Town's sewer system and pay for operation and maintenance, was decided at an \$8.00 increase. This base rate has not increased in a minimum of five (5) years, making it difficult to cover the increasing costs of operation and maintenance of the sewer system. Only minor changes in proposed final budget numbers for the water, wastewater, and garbage funds in comparison to last year in terms of supplies, fuel, purchased services, accounting and auditing, as well as wages and insurance. Health insurance rates through Montana Municipal Interlocal Authority have increased an estimated \$110.00 for each plan; the Town pays full health insurance for all employees. Changes in the general fund include a decrease to overall fund total to reflect accurate training costs for employees as well as some increased association dues and proper allocation of expenses. Proposed changes to the general fund in terms of allocating more resources toward the gas apportionment tax from the state. Changes to the SID Street Light and Road Maintenance Districts were proposed by increasing the rate per lot and this would be seen on the yearly county tax forms. This is not a new establishment of district, only a proposed change from \$20.00 per lot to \$40.00 per lot to increase the Town's ability to purchase larger quantities of asphalt to continue to repair and repave necessary streets. As for the Street Light Maintenance District, a proposed increase from \$70.00 per lot to \$85.00 per lot was mentioned as the cost for operating expenses continues to rise for utilities. A proposed cost of living allowance of 1.5% was discussed along with proposed wages. Clerk Morris then informed the council that a secondary final budget meeting would need to be held on September 9, 2025, to review any changes to the final numbers and sign revised budget certification document if changes are required after the auditor, Nexus CPA Group completes the closing of the previous fiscal year (2024-2025). With nothing further to review and no questions, Clerk Morris presented the consent agenda items for the final budget hearing which include Resolutions 2025-04,

2025-05, 2025-06, 2025-07, 2025-08, 2025-09 to approve number of mills levied, wages and cost of living allowance, increases to the assessment cost for SID Light Maintenance and NO. 8 District Maintenance, as well as the increases to both water and sewer base rates and the water multiplier. Final budget certification document for fiscal year 2025-2026 for the official State of Montana Budget Document included with current proposed numbers. Mayor Gatlin called for a motion to approve all consent agenda items, Councilperson Slovek made a motion to approve and sign all items as presented; Councilperson Morris second the motion; motion carried. All council members and mayor signed off on all resolutions with Clerk Morris attesting all signatures.

The following claims were reviewed and approved by Council:

***(SEPTEMBER)***

13112	Montana Courts of Limited Jurisdiction	Judges Conference	300.00
13111	Shovic Associates LLC	GIS Work	1195.00
13109	Broadus Foods	Supply	162.26
13108	Raymond Ragsdale	Reimbursement	90.15
13103	Powder River Examiner	Advertisement & Legal	141.00

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Slovek made a motion to adjourn; Councilperson Morris second the motion. Mayor Gatlin adjourned this final budget meeting of the Broadus Town Council at 7:13 pm.

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Chad Gatlin, Mayor

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Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Final Budget – Secondary Meeting**  
**September 9, 2025 @ 6:00 pm**

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Wanda Smith; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance, Clerk Morris stated there were no new claims or consent agenda items to review. Clerk Morris stated for the record that this meeting is just to address changes, if any, made to the final budget numbers that were presented on September 2, 2025, at the Final Budget Hearing now that the auditor, Nexus CPA Group has completed the previous fiscal year 2024-2025 financial closing entries. In the previous meeting, Clerk Morris reminded council members that the remaining ARPA funding needs to be contracted and spent by December 31, 2025. Clerk Morris then presents the final bound copy of the Water Tank Improvements Project from Great West Engineering. This project is part of ARPA but there is new contract bid forms and contract execution documents that need signed to officially launch the project. All documents were explained and reviewed, with no questions of concern from the council, Mayor Gatlin called for a motion to approve all documents for this project as well as the latest reimbursement forms for ARPA Draw Request #10. Councilperson Slovek made a motion to approve; Councilperson Turnbough second the motion, motion carried. Mayor Gatlin signed all necessary documents with Clerk Morris attesting. Clerk

Morris then presented the council with the updates from Nexus CPA Group after completing fiscal year 2024-2025 closing entries. All major government and enterprise fund totals for budget were reviewed, with no changes being made to the final numbers. Councilperson Morris made a motion to approve the budget numbers as presented in the final budget hearing and approve the budget certification for the 2025-2026 fiscal year as presented and signed on September 2, 2025, Councilperson Slovek second the motion, motion carried.

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Slovek second the motion. Mayor Gatlin adjourned this final budget secondary meeting of the Broadus Town Council at 6:40 pm.

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Chad Gatlin, Mayor

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Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**October 7, 2025 @ 6:00 pm**

Clerk Morris reminded all in attendance that as of October 1, 2025, this meeting, and all future council meetings will be audio recorded and a part of a public record for one year. All audio recordings will be uploaded to the Town of Broadus website.

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Wanda Smith; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris; Public Works Cassidy Zimmer; Sheriff Devin Boman; Melissa Billing; Kelda Page; Jim Atchison

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes from September 2<sup>nd</sup> and 9<sup>th</sup>, 2025 as well as claims from 9/25 and beginning of 10/25. With no concerns or questions, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Morris second the motion; motion carried.

Public comment open, no comment received. No unfinished business to address and no public comment on unfinished business.

Unfinished business began with Kelda Page presenting the 2024 Eastern Montana Regio Hazard Mitigation Plan. This plan is being presented for disaster mitigation planning as a necessary requirement for funding and assistance in the event of a disaster. Kelda explained that the entire plan consisted of more than one county and gave a basic review of what the plan consisted of if there was a flood, or other similar disaster that would affect this area. Council had no major objections. Mayor Gatlin called for a motion to pass and adopt the 2025-10 Resolution, stating the passing and adoption of the 2024 Eastern Montana Region Hazard Mitigation Plan. Councilperson Turnbough call for a motion to pass and adopt the hazard mitigation plan; Councilperson Smith second the motion; motion carried, and Resolution 2025-10 signed by council members and mayor. Resolution 2025-10 for the mitigation plan goes into effect immediately after adoption. Business continued with Melissa Billing taking the floor to present the complete list of final illustrations and visuals that are being submitted to add to the Downtown Master Plan. These illustrations and visuals were able to be presented via hard copy illustrations, a presentation, or a sharefile link. Melissa reminded the council that by adopting these illustrations to the Downtown Master Plan that nothing was a “must do”, only a submission of visuals for the possibility of project ideas in the future that the plan highlights. Melissa submitted and made available 100+ detailed and beautiful

illustrations. The work of illustrations and visuals used the bulk of remaining funds from the Montana Mainstreet Grant of \$8,800.00 therefore allowing the Town of Broadus to complete grant closeout paperwork. Melissa asked the council for a preference on how to present the completed works of illustrations and visuals with Mayor Gatlin asking her to present her favorite pieces. Councilperson Turnbough made a motion to pass and adopt the illustrations and appendices to the Downtown Master Plan; Councilperson Smith second the motion; motion carried. Resolution 2025-11 passing and adopting the illustrations and appendices was signed by council members and mayor. Bringing unfinished business to a close, Jim Atchison from Southeastern Montana Development Co, or SEMDC, took the floor to present the fiscal year 2025-2026 membership dues and well as previous year's statistics and projects that they aided the town with. Jim reminded the council that Raymond Ragsdale is an active member of SEMDC for the Town of Broadus. Councilperson Morris made a motion to continue the membership dues and coordination with SEMDC; Councilperson Turnbough second the motion; motion carried.

Public comment open; no comment received.

Staff reports began with Public Works Zimmer reporting on September monthly duties as well as end of August. Zimmer finished all patching in late August and completed inventory for depreciation schedule. He completed some alley and road washout maintenance by rerouting or rebuilding the washout and drainage paths. Some necessary equipment maintenance on mowers and vehicles was completed. The drainage by the Powder River County District High School was cleaned out and weeds cleaned out along Highway 212 and the sidewalks. Reports continued with Sheriff Boman taking the floor to inform council that two new deputies have been hired on. Reminder all members in attendance that it would be a year at least for both new deputies to complete training by attending the Montana Law Enforcement Academy. He continued with informing all members that the Town of Broadus and Powder River County finally got a seat at the Legislative Commission with the Montana Department of Transportation and the committee working to change and improve Highway 212. Sheriff Boman then stated that the Powder River County District High School has requested and shown interest in having the Sheriff's Office more involved with the school. The school would like the Sheriff's Office to be involved in all school-related activities and events moving forward, which Sheriff Boman was very excited about. He then reported on the Sheriff's Office completion of the new software from Central Square being installed and actively in place along with the new fire department paging system. Lastly, Sheriff Boman reminded the council and all members that the office is understaffed now with training new recruits and with Undersheriff Kinzer being at the Academy still. With these circumstances, Sheriff Boman stated that the office would do its best to provide all normal services but requested our aid in watching out for the community, helping where necessary, and helping to keep our community involved as a whole. Sheriff Boman and council members discussed that maybe flyers, events, and the continued increase of social media presence would help to receive more community involvement in all Sheriff's Office matters. Clerk Morris then took the floor to report on the fiscal year 2024-2025 previous year financials being complete in the audit process and the year closed out in our system. The annual financial report is in progress and on track to be submitted by the end of October with a complete audit in progress as well. Clerk Morris also informed the council of Nexus CPA Group, LLC giving the Town of Broadus a discount of services rendered during the year-end closing, annual financial reporting as a courtesy to our budget. Clerk Morris also emphasized the importance of the great relationship between the Town and the auditor company, Nexus CPA Group, LLC. Clerk Morris reported on Public Works Zimmer being at Montana Water school October 14-16<sup>th</sup>. Public Works Ragsdale and Clerk Morris both have a week of personal leave scheduled during the month of October 2025. Clerk Morris then presented the acknowledgement page from Judge McEuen for the new personnel policy, requesting his signature to attest. Then, travel per diem reimbursement request forms were submitted for Public Works Zimmer for mileage and meal reimbursement for the Montana Water school

in Bozeman as well as Clerk Morris mileage and meal reimbursement from MMCTFOA conference in Billings. Judge McEuen had a mileage and meal reimbursement form to submit as well from her Courts of Limited Jurisdiction conference from September 2025. Then, Clerk Morris submitted the Department of Commerce closing paperwork for the Montana Mainstreet Planning Grant and the final draw request for the \$8,800.00 to Gardner and Billing, CPA for the illustrations and visuals submitted by Melissa Billing. As a recap, the Montana Mainstreet Planning Grant was a total of \$30,000 of which \$21,140.00 went to Great West Engineering and any other vendors for the creation of the Downtown Master Plan and \$8,800.00 toward Gardner and Billing CPA, leaving \$60.00 in the grant funds to be returned to the Department of Commerce. Lastly, Clerk Morris updated the council on the process of creating a “.gov” secure email address for the town and elaborating on the process of working with Morrison – Maierle Systems to get the email domain created, migrated to our system, a firewall installed, all necessary operating, updating, and security software for the new email domain. A senior network technician is scheduled to come to the office on October 9<sup>th</sup> to complete the installation of all software and the firewall then complete migration. Once this is all complete, the town’s new email address will be admin@broadusmt.gov which will be more secure and professional for all state reporting, submissions, account management, etc.

The following claims were reviewed and approved by Council:

***(SEPTEMBER)***

13114	Olivarez Honey Bees	Credit from Overpayment	2100.00
13115	Great West Engineering	Bidding for Tank Recoating	2008.00
13116	The Corner Store	Fuel & Supply	916.19
13117	Hawkins Water Treatment	Chlorine Cylinder	80.00
13118	Powder River Examiner	Legal Ads	206.00
13119	APT US & C	Membership Dues	159.00
13120	Grant’s Hardware	Supply	552.47
13121	Trumps Repair	Service	212.00
13122	Energy Laboratories	BAC Sample	63.00
13123	Gatlin Construction	Repair & Maintenance	1212.20
13125	Barbero Auto & Ag	Supply	138.66
13126	Great West Engineering	Task Order Work	484.00
13127	U.S. Postal Service	Sample	124.30
13128	Montana Municipal Interlocal Authority	Health Insurance	2165.91
13129	Raymond Ragsdale	BAC Sample	15.90
13130	Verizon	Utility Bill	115.92
13131	B & L Traub Inc	Water Line/Curb Stop Work	1395.00
13132	Energy Laboratories	BAC Sample	2087.00
13133	Hawkins Water Treatment	Chlorine Cylinders	2662.83

***(OCTOBER)***

13153	Department of Revenue	ARPA	669.25
13154	Hurley Septic	ARPA	1000.00
13155	Great West Engineering	ARPA	15079.90
13156	Gardner Ranch Services	ARPA	9210.30
13139	Nexus CPA Group	Professional Services	8595.00
13140	Nexus CPA Group	Cash Balancing Project	7095.00

13141	Nexus CPA Group	Year End Closing	14124.00
13134	Montana Municipal Interlocal Authority	WC Qrt 3 Assessment	2657.89
13135	Energy Laboratories	Samples	383.00
13136	Barbero Auto & Ag	Supply	292.69
13142	Southeastern Montana Development	Membership Dues	582.50
13143	Black Mountain Software	Annual Service/Support	15698.54
13144	Boss Inc.	Supply	768.15
13144	Grant's Hardware	Supply	222.90
13146	Grant's Hardware	ARPA	801.56
13147	Water Guy LLC	ARPA	5162.00
13148	Imperial Pump Solutions	ARPA	1975.80
13149	Ferguson Waterworks	ARPA	6674.46
13150	Northwest Pipe Fitting Inc	ARPA	2687.24
13151	PACE Construction Inc	ARPA	30567.88
13152	BDJ Construction	ARPA	66255.75
13137	Broadus Foods	Supply	117.46
13138	Hawkins Water Treatment	Chlorine Cylinder	20.00

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Slovek second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 7:10 pm.

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Chad Gatlin, Mayor

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Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**November 12, 2025 @ 6:00 pm**

Clerk Morris reminded all in attendance and listening that meetings will be audio recorded and a part of a public record for one year. All audio recordings will be uploaded to the Town of Broadus website.

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Cody Morris; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris; Public Works Cassidy Zimmer; Public Works Raymond Ragsdale; Guest Jackie Rumph

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes from October 7, 2025, as well as claims from 10/25 and beginning of 11/25. With no concerns or questions, Councilperson Morris made a motion to approve the consent agenda items reviewed above; Councilperson Turnbough second the motion; motion carried.

Public comment open, no comment received. No unfinished business to address and no public comment on unfinished business.

Unfinished business began with Jackie Rumph taking the floor to discuss the Montana Mainstreet (MT MMS) Implementation Grant Application. Jackie presented on behalf of the Powder River Area Economic Development Council (PRAEDC) since they were a part of the first MT MMS planning grant. The idea presented for the implementation, or working grant, was a parklet. This idea came from the list of objectives and goals in the Downtown Master Plan that was based off community events and feedback.

The parklet(s) would be placed with one at the Corner Store and one in front of the shared space between the Big Sky Bar and the Senior Center. All business owners and property owners were involved in the discussion of the parklet(s) before anything was brought to Council. The parklet(s) would be an extended sitting and walking area primarily in the summer and early fall from an estimated May – September, which would depend on weather and business owners' requests. Business owners would be responsible for cleanup and maintenance of the space. There would be seating and shade in the area(s). Any further questions can be answered by Jackie Rumph at the MSU Extension office. Grant application is not complete or submitted yet but should be soon. Councilperson Slovek made a motion to approve the idea and continue progress of the MT MMS grant application for implementation of projects. Councilperson Turnbough second the motion, motion carried. Unfinished business continued with the finalization of the project to vacate the right-of-way parcel described as the portion of rue avenue adjacent to and west of Lot 12 Block 15 of the Trautman Addition to the Town of Broadus. The original petition was put before the Town Council on July 1, 2025 at the regular Council Meeting. The petition was brought to the council by Richard Sparks on behalf of Broadus Boot & Tack, Inc. When the petition was brought to the council there was no objection to proceeding to vacate the described parcel with the condition of nothing being built on that parcel in the future and the Town maintaining all access to any water/sewer main lines in or under the described parcel. Petitioner agreed to the above terms and worked with Clerk Morris to establish Resolution #2025-12 detailing the parcel description, necessary terms and conditions moving forward after the parcel is vacated. A quit claim deed was also drawn up with the same conditions and a Realty transfer certificate was filled out. All forms will be filed with the Powder River County Clerk & Recorder's office. All forms listed above were presented to council, Councilperson Morris made a motion to approve all documents as presented; Councilperson Slovek second the motion; all members signed Resolution 2025-12 abandoning the described parcel. Mayor Gatlin signed the quit claim deed with Clerk Morris notarizing the document.

Staff reports began with Public Works Ragsdale informing council of the work to change out remaining water meters and the software necessary for auto/radio read meters will need to be reinstalled on the new computer. Clerk Morris is working with Black Mountain Software and Ferguson to get all the necessary information entered into the system for the software to work properly. Public works Ragsdale also informed council of the lagoon pump issues we have encountered after the installation of new software for alerting. The company who installed it has been here to aid Ragsdale in repairs. Carr Coatings project to redo the water storage tank has been pushed to spring due to weather and ensuring the tank is properly redone. An extension request has been drawn up and filed with the help of Great West Engineering. Clerk Morris presented documents from Great West Engineering on the ARPA Contract extension request, Carr Coatings extension request, work order suspension and notice to proceed later with the most recent vendor invoice, request for relief, and contractors' gross receipts documents for the Montana Department of Revenue. Mayor Gatlin signed all necessary documents after presentation.

Staff reports continued with Public Works Zimmer informing council that all mowers will be winterized and put away for the season. Zimmer plans to make a trip for coal to heat the shop next week and informed council that the stoker in the main shop required some work. Skid steer bucket welding project is finished with bucket back on skid steer and in use. There was a service call made to Alderman Oil, Co. for the heater repair as there were issues with the igniting or lighting process. Zimmer also informed members that repairs have been made to the stop sign at the post office intersection twice in the last month. Some minor repairs on alleys have been completed to ensure proper drainage this winter. Zimmer is also working to get the rebuilt engine back into Clifford, the old red dump truck. There have been some complications with getting everything up and running but the motor is sitting in the vehicle now.

Clerk Morris then took the floor for administrative reports. First order of business was to speak on behalf of the Powder River County Conservation District who is ready to appoint someone to the Urban Supervisor position, which must be done by Town Council appointment. Jessica Beagles, the District Administrator for the Conservation District brought Ryan DeVore to the table as their selected nominee. With no objections, Mayor Gatlin called for a motion to appoint Ryan DeVore as the Urban Supervisor. A copy of the meeting minutes will go to Jessica Beagles to support the appointment. Councilperson Turnbough made a motion to appoint Ryan DeVore as the Urban Supervisor for the Powder River County Conservation District; Councilperson Morris second the motion, motion carried. Clerk Morris then began to update the council on the corner directional signage plans from the Pilot Community Tourism Group. Discussion was had on the location of the signage, the parties responsible for maintenance on the signs, and the necessary standards for the Highway Department. Next, Clerk Morris brought up the Interlocal Agreement between the County and Town for a joint planning board. The Town of Broadus Planning Board was disbanded primarily by the members themselves with the limited meetings and projects they are needed for, so Clerk Morris proposed to the Powder River County Commissioners to create a Town-County Planning Board, which we are validated to do through Montana Code Annotated. The draft of the Interlocal Agreement was presented to the council members, and all members had no objections to the joint board and stated the positives with the situation. All council members signed the draft, and it will be presented to Commissioners for final approval and signing as well. A planning board is needed to approve the Town of Broadus Growth Policy which is a requirement by the state to have in order to ask for or be granted any funding in the future. Next, Clerk Morris informed the council members that the current Montana Municipal Interlocal Authority (MMIA) Worker's compensation program that the town pays for will be winding down in 2026. MMIA will provide all of its members with recommended companies to get a new program through. Lastly, Clerk Morris informed council of the Annual Financial Report for Fiscal Year Ended June 30, 2025 being submitted and accepted.

The following claims were reviewed and approved by Council:

***(OCTOBER)***

13134	MMIA	WC Qtr. 3 Assessment & Dues	2657.89
13135	Energy Laboratories	Samples	383.00
13136	Barbero Auto & Ag	Supply	292.69
13137	Broadus Foods	Supply	117.46
13138	Hawkins Water Treatment	Chlorine Cylinder	20.00
13142	SEMDC	Membership Dues	582.50
13143	Black Mountain Software	Annual Service/Support	15698.54
13144	Boss Inc	Supply	768.15
13145	Grant's Hardware	Supply	222.90
13146	Grant's Hardware	ARPA Projects	801.56
13160	The Corner Store	Fuel	1030.42
13161	Gardner & Billing CPA LLC	MT MMS Request 3	8800.00
13162	Energy Laboratories	BAC Sample	63.00
13163	Verizon	Utility	115.95
13164	Aderman Oil Co, Inc.	Propane	47.25
13165	Broadus Foods	Supply	175.91
13166	Dept. of Environmental Quality	Community Connection Fee	700.00
13167	Systems Technology Consultants	Professional Services	1137.00
13168	Powder River County Treasurer	PRCO Taxes	5325.20

***(NOVEMBER)***

13169	Great West Engineering	Phase 1 Engineering Construction	3415.00
13170	Contractor Supply	Phase 2 Construction	3807.44
13171	BDJ Construction	Phase 2 Construction	900.00
13172	Barbero Auto & Ag	Supply	812.79
13173	Hawkins Water Treatment	Chlorine	20.00
13174	Alderman Oil Co, Inc.	Tank Rental/Service Call	164.30
13175	Systems Technology Consultants	Professional Services	478.00
13176	Powder River Examiner	Town Growth Policy Legal Notice	24.00
13177	The Corner Store	Fuel	684.48
13178	Trumps Repair	Town Pumper Repair	340.00
13179	Grant's Hardware	Supply	448.13
13180	Fulton Electric	Park Service Call	150.00
13181	iamGIS	Software & Support	1500.00
13182	Mission Communications LLC	Annual Contract Service	2253.60
13183	Grant's Hardware	Supply	443.42
13184	Fulton Electric	Hill Outlet	238.82

No report from Sheriff Boman and no public comment at this time. With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Morris made a motion to adjourn; Councilperson Turnbough second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 7:25 pm.

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Chad Gatlin, Mayor

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Josie Morris, Clerk/Treasurer

**TOWN OF BROADUS**  
**Regular Council Meeting**  
**December 2, 2025 @ 6:00 pm**

Clerk Morris reminded all in attendance and listening that meetings will be audio recorded and a part of a public record for one year. All audio recordings will be uploaded to the Town of Broadus website.

In Attendance: Mayor Chad Gatlin; Councilperson Lori Turnbough; Councilperson Raevyn Slovek; Clerk/Treasurer Josie Morris; Public Works Cassidy Zimmer; Undersheriff Russ Kinzer; and Councilperson Cody Morris via phone

Mayor Gatlin called the meeting to order at 6:00 pm. Following the pledge of allegiance council reviewed the previous minutes from November 12, 2025, as well as claims from 11/25 and beginning of 12/25. With no concerns or questions, Councilperson Turnbough made a motion to approve the consent agenda items reviewed above; Councilperson Smith second the motion; motion carried.

Public comment open; no comment received.

Unfinished business began with Clerk Morris updating council on the Growth Policy working draft as far as what pieces of the policy were required by the State for us to include. Council members had no questions at this time.

Public comment open; no comment received.

Staff reports began with Public Works Zimmer updating council on the continued work to get Clifford up and running after the rebuilt motor was put back in. Zimmer has been working on road cleanouts, Tightening the chain and other maintenance on Sandy; the big range sanding truck, as well as repair in the

works on the lawn and leaf DR mower. Snow white, the white dump truck and plow has been serviced and Grant Trucking & Repair also looked at it to fix a few minor issues. The plow on snow white recently broke on a weak spot where the plow hooks up to the pickup, this has already been replaced.

Public Works Ragsdale not in attendance due to a road incident but Clerk Morris updated the council on the status of the ARPA funding in terms of the amount remaining to spend before the end of the month and what projects those entail.

Clerk Morris reported on the stack of disconnect notices that are for 90+ days past due that will be going out on December 3, 2025, with a disconnect date of December 12, 2025, following the 10 days after notice as stated in Town of Broadus Ordinance 2024-03. Clerk Morris stated a meeting for financial reporting and review should be held between Mayor Gatlin, both Public Works department heads and Clerk Morris to ensure we are on track with our budget. Date of this meeting is yet to be determined.

Staff reports were wrapped up with Undersheriff Russ Kinzer attending on behalf of Sheriff Boman. Undersheriff Kinzer reported on his completion of the law enforcement academy and graduation with him bringing home the MLEA Staff Award. This award is a designation at the Montana Law Enforcement Academy (MLEA) for a graduate who demonstrates the highest degree of fidelity, honor, pride, integrity, duty, loyalty, and service. The recipient is selected by the Academy staff, and it is the first time that Powder River County has won this award for one of its Law Enforcement employees, which is a huge achievement for our County. Next, he reported that Sheriff Boman is currently in Helena at the MLEA for continued training in instruction development so Sheriff Boman will be able to certify this office for their 24 hours of post certification that is needed every year which will be nice to not have to go to Helena every year for that and they will be able to bring in other agencies for this as well to help out nearby agencies with their post certification credits. Deputy Lane Robinson is also currently at MLEA for his advanced coroner course. Undersheriff Kinzer reported on the department’s focus toward traffic safety with an emphasis on Highway 212 West to aid in the prevention of incidents/accidents on this stretch. The Sheriff’s Office will move forward with the training and education for Deputy J. Desatoff and Deputy L. Espinoza to get them to the same level of authority, education, and knowledge that deputies should be at. Public Works Zimmer offered the Sheriff’s Office sandbags for their vehicles if needed this winter.

The following claims were reviewed and approved by Council:

**(NOVEMBER)**

13187	Alderman Oil Co.	Propane	399.75
13188	American Welding & Gas Inc	Cylinder Rental	366.22
13189	Naxin Safety	Medical Supply	147.90
13190	Energy Laboratories	BAC Sample	430540
13186	Josie Morris	Reimbursement	250.00

**(DECEMBER)**

13195	Generac Power Systems	Supply/Parts	115.10
13196	Systems Technology Consultants	Monthly Managed Services	478.00
13197	Grant’s Hardware	Supply	370.55
13198	The Corner Store	Fuel	1031.34
13199	Trumps Repair	Pickup Maintenance	262.50
13200	Barbero Auto & Ag	Supply	777.25
13201	Hawkins Water Treatment	Chlorine Cylinder	80.00

With nothing further before the council, Mayor Gatlin called for a motion to adjourn; Councilperson Slovek made a motion to adjourn; Councilperson Turnbough second the motion. Mayor Gatlin adjourned this regular meeting of the Broadus Town Council at 6:19 pm.

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Chad Gatlin, Mayor

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Josie Morris, Clerk/Treasurer