

Local Government
2005
Study Commission

Sunburst

Final Report

March 29, 2005

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To the Citizens of the Town of Sunburst,

The Sunburst Study Commission presents this final report to the citizens of this town.

The responsibility of the study commission, as defined in state law, is to "study the form and power of government and existing procedures for the delivery of local government service and compare them with other forms available under the laws of the state of Montana." After completing these two phases of the study, it is the responsibility of the commission to submit an alternate form of government to the qualified electors. In every phase of this study, this commission sought advice and information from as many people as possible. All meetings of the commission were open to the public. In addition to the independent efforts of this study commission, our recommendations reflect the thoughts and opinions of those who participated in the Citizen Survey and those who attended our regular meetings.

Respectfully Submitted,

Sunburst Local Study Commission

Dan Kemmet

Mary Chamberlain

Nancy Russell

Janis K. Rolfe

Summary of Recommendations

The Sunburst Local Government Study Commission, having thoroughly studied our present form of town government and the alternate forms of government available to towns under state law and anticipating the future needs of the town, recommend the following:

That the incorporated town of Sunburst keep its present form of government.

That the incorporated town of Sunburst make some changes with respect to present laws and ordinances. (See Finding of the Study Commission)

Findings of the Study Commission

After a study of the government of the Town of Sunburst, it is the decision of the study commission to keep the present form of government that the city voted on in the year 1976.

The study commission feels that improvement is needed in these areas:

1. A better working agreement with Toole County on the police protection that the city currently employs.
2. City budget/expenditures be posted every month. (Suggest Post Office be considered as place)
3. Enforcement of ordinances. Major concerns are clean-up and dogs. Citizens should make written complaints so that the town can act to enforce ordinances. Written tickets should be forwarded to the Justice of the Peace for collection.
4. Have at least one city clean-up day a year. A reasonable fee could be paid before pick-up.
5. City employees need to be accountable for their performance. Suggest a written work-log to be reviewed by the council with follow-up...are things getting done? Are city employees using city time and resources for outside work? (Double-dipping, ie. Sweet Grass Water System)
6. In order for our city government to be effective, decisions made by the council need to be actively supported by each member of the council. Also each council member should assume chairmanship of one of the following areas:
 - a. water and sewer
 - b. garbage and clean-up
 - c. streets
 - d. gas

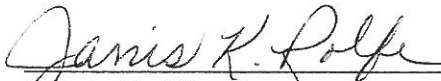
Minutes for the Sunburst Study Commission
January 18, 2005

The meeting was called to order by Dan Kimmet at 7 p.m. The meeting was held in the City Hall with Dan Kimmet, Mary Chamberlain, Nancy Linnell, Rita Christopherson, and Janis Rolfe in attendance.


As this was our first meeting, there was no old business.

New Business:

1. Election of chairperson—Dan Kimmet was nominated by Mary Chamberlain and seconded by Jan Rolfe. The motion carried.
2. Election of Secretary—Dan Kimmet nominated Janis Rolfe, Nancy Linnell seconded , and the motion carried.
3. The remainder of the meeting was devoted to drawing up the questions for the citizen survey to be included in the next bill. Jan will get these typed and ready for Rita to copy and insert in the bills.
4. The next meeting will be held Feb. 23, 2005 at 7 p.m. at City Hall.
5. Dan adjourned the meeting.



Janis Rolfe, Secretary



Dan Kimmet, Chairman

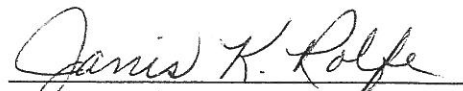
Minutes for the Sunburst Study Commission
February 23, 2005

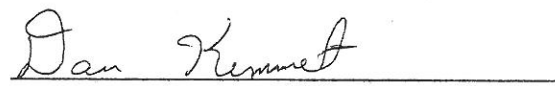
The meeting was called to order by Dan Kimmet at 7 p.m. The meeting was held in the City Hall with Dan Kimmet, Mary Chamberlain, Rita Christopherson, and Janis Rolfe in attendance.

Old Business: 142 surveys were sent out.

New Business:

1. Nancy Linnell compiled a summary of information from the 30 returned surveys and gave to Dan Kimmet for this meeting.
2. Rita gave us copies of the 1995 Report. It was noticed that we need to keep minutes of our meetings and Jan will have them for the next meeting.
3. It was decided that our form of government is adequate but that people want the Mayor and City Council to be more involved with citizen issues.
4. The rest of the meeting was devoted to: Our Recommendations to the Council and Mayor.
5. We decided to provide copies of the survey findings to each member of the council; Jan will draw up a cover letter to accompany it.
6. It was decided that we would all try to attend the next City Council Meeting on March 8.
7. Jan was asked to put the date of our next meeting, March 14, 2005, in the Shelby Promoter.
8. Dan Kimmet adjourned the meeting so that the final decisions for our report can be made with all members present.


Janis Rolfe, Secretary


Dan Kimmet, Chairman

Minutes of Sunburst Study Commission
March 14, 2005

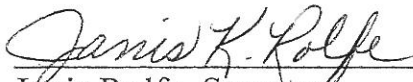
Dan Kimmet called the meeting to order at 7 p.m. at City Hall. Members of the Study Group present were Dan Kimmet, Nancy Linnell, Mary Chamberlain, and Jan Rolfe. Rita Christopherson was also present.

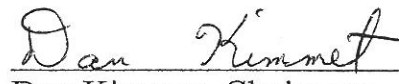
Old Business:

1. Minutes from our last two meetings were read by Jan Rolfe and were approved.
2. We went over the items that we felt were necessary to include in our findings report.

New Business:

1. We added one more item to the findings report—to more effectively run the city council needs to be supportive of their decisions. We also discussed the suggestion to have each city council member head up an area of concern ie., water and sewer, garbage and clean-up, streets, and gas.
2. We also noted that no one came to any of our public meetings.
3. Next meeting will be on March 29, 2005 to sign the final report.
4. The meeting was adjourned by Dan Kimmet.


Janis Rolfe, Secretary


Dan Kimmet, Chairman

Dear Fellow Citizens of Sunburst,

As your newly appointed Government Review Study Commission we would like to ask for your response to the following questions. We know that unless we all take the time and make the effort to give of our ideas our town will never develop to the extent that is possible.

Please return this survey to City Hall by Feb. 15th, 2005. Thank you!
Dan Kimmet, Chrm. Nancy Linnell Mary Chamberlain Jan Rolfe, Sec.

1. How can we improve the hiring and evaluation of town employees? What would you recommend to encourage accountability of time use and work performance of town employees?
2. How can your town government better meet your needs without additional money?
3. If you had a problem that needed to be handled by the Mayor or Town Council, do you believe they would listen to your concerns and treat you fairly? (Please give a reason for your answer.)
4. What could the town do to encourage people to live here?
5. What specific recommendations would you like the town to make to the law enforcement officials?

6. How should priorities be made for maintenance of streets and city property?

7. Would you be in favor of an annual "clean-up" day? If so, how should it be handled? Would you prefer once or twice a year? What would you be willing to pay for appliances or other large/special items to be picked up?

8. What would be the best way to encourage people to maintain/beautify their property according to the ordinances? How could it be enforced?

9. If I had to vote tomorrow I would vote to: (circle a or b)
a. Keep town government the same as it is.
b. Make the following changes:

10. Do you have any other comments or recommendations that you would like the local Government Review Study Commission to consider?