

CITY OF THREE FORKS, MONTANA
RESOLUTION # 435 -2024

**RESOLUTION OF THE THREE FORKS CITY COUNCIL CLOSING
VARIOUS CITY DEPARTMENT DUE TO THE CHRISTMAS HOLIDAY**

WHEREAS, City offices are to be open Monday through Friday from 8AM to 5PM.

WHEREAS, due to the Christmas holiday falling mid-week, departments requested closures.

WHEREAS, City Hall will be under construction beginning January 2025 and staff currently situated in this building will be relocated to the basement of the Three Forks Community Library, located at 607 S. Main Street, Three Forks. Due to this construction activity, City staff will need to close the office to the public in order to pack, move, and setup at the new location.

WHEREAS, staff asked the Council members permission to close additional days at its 11/12/2024 public hearing. Council members were agreeable to allow staff additional days off over the Christmas week if the employees use vacation or comp time.

WHEREAS, the Library Board met on 11/12/2024 as well and approved Library closures at its public meeting.

WHEREAS, pursuant to §7-1-4127, MCA the City Clerk advertised the date, time and location of the City Council public hearing in the Bozeman Daily Chronicle on 11/26 and 12/3/2024; in the Belgrade News on 11/20 and 12/5/2024; and in the Three Forks Voice on 11/20 and 11/27/2024; as well as posted this notice on the City’s website and Facebook page, on the City Hall window, at the Post Office, and at the three local banks.

NOW, THEREFORE BE IT RESOLVED that the Three Forks City Council approves closures of the following departments, on the following dates:

Date	City Hall	Public Works	Library
12/24/2024	Open	Open	Closed, staff using vacation/comp
12/25/2024	Holiday	Holiday	Holiday
12/26/2024	Closed, staff using vacation/comp	Closed, staff using vacation/comp	Open

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12/27/2024	Closed, staff using vacation/comp	Closed, staff using vacation/comp	Open
12/30/2024	Closed to public, staff working/moving	Open	Open
12/31/2024	Closed to public, staff working/moving	Open	Open
1/1/2025	Holiday	Holiday	Holiday

On-call/Emergency public works issues, such as frozen water, water leaks or main breaks, will be covered by the regular on-call schedule set by the Public Works Director. The Public Works employee who is assigned on-call will be available via the Emergency Number of 406-539-6905, as is normal process outside of business hours.

Dated this 12th day of December 2024.

Randy Johnston, Mayor

Attest: Crystal Turner, City Clerk