

**REGULAR COUNCIL MEETING June 14, 2016
7:00 p.m.**

CALL TO ORDER

The Regular Council meeting was held Tuesday, June 14, 2016, in the City Hall Conference Room at City Hall, 17 S. 8th Street, Miles City, Montana. Mayor John Hollowell called the meeting to order. Council Members present were John Uden, Rachel Sloan, Dwayne Andrews, Susanne Galbraith, Brant Kassner, Jeff Erlenbusch, Ken Gardner and Kathy Wilcox.

Also present were Police Chief Doug Colombik, Public Utilities Director Allen Kelm, Acting Fire Chief Branden Stevens, Firefighter Sarah Lewin, Firefighter Eric Hartse, Firefighter Justin Trethewey, Grant Writer/Planner in Training Dawn Colton. Flood Plain Administrator/AUTO CAD/Assistant PWPV Samantha Malenovsky and City Clerk/Minute Recorder Lorrie Pearce.

PLEDGE OF ALLEGIANCE

Mayor Hollowell led the Council in the Pledge of Allegiance.

APPROVAL OF COUNCIL & COMMITTEE MINUTES

Regular Council Minutes: 5/24/2016

- ** *Councilperson Uden moved to approve the minutes of the Regular Council Meeting of May 24, 2016, and seconded by Councilperson Kassner. The motion passed by unanimous consent, 8-0.*

Finance Committee Meeting Minutes: 5/18/2016

**Finance Committee Meeting
May 5, 2016**

The Finance Committee met Thursday, May 5, 2016 at 6:00 p.m. in the City Hall Conference Room. Present were Committee Chairperson Susanne Galbraith and Committee Members Rachel Sloan and Kathy Wilcox. Councilperson Dwayne Andrews was excused.

Also present were Public Works Director Scott Gray, Public Utilities Director Allen Kelm, Fire Captain Mike Miller and Fire Fighter Eric Hartse.

Committee Chairperson Galbraith called the meeting to order.

1. Request of Citizens:

Firefighter/EMT Eric Hartse said the information that he had on the ambulance was outdated and would present an updated report on the 19th.

- 2.** Review and recommendation on RESOLUTION NO. 3914- A Resolution Approving an Agreement With Ovivo, USA, for Goods and Special Services Pertaining to the Miles City Wastewater Improvements Phase II Project

** *Committee Member Sloan moved to recommend to Council approval of Resolution No. 3914, seconded by Committee Member Wilcox. The motion passed 3-0.*

- 3.** Review and recommendation on RESOLUTION NO. 3915- A Resolution Pursuant to §7-6-4006 of the Montana Code Annotated, Authorizing Amendment of Final Budget for FY 2015-2016 to Increase the Budgeted Amount in the General Fund for Various Unbudgeted Expenditures

** *Committee Member Sloan moved to recommend to Council to approve Resolution No. 3915, seconded by Committee Member Wilcox. The motion passed 3-0*

- 4.** Review and recommendation on RESOLUTION NO. 3917- A Resolution Approving

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Recorder Wilkins had received a handout from Angela Simonson on a salary policy that may work as model for the city this was given to committee members for review. The policy will be discussed at future committee meetings

5. Adjournment

***Committee Member Galbraith moved to adjourn; seconded by Chairperson Sloan. Motion passed unanimously.*

The meeting was adjourned at 5:59 p.m.

Respectfully submitted,

Chairperson Rachel Sloan

Recorder Linda Wilkins

*** Councilperson Sloan moved to approve the minutes of the Human Resource Committee Meeting of May 18, 2016, and seconded by Councilperson Galbraith. The motion passed by unanimous consent, 8-0*

Finance Committee Meeting Minutes: 6/02/2016

**Finance Committee Meeting
June 2, 2016**

The Finance Committee met Thursday, June 2, 2016 at 6:00 p.m. in the City Hall Conference Room. Present were Committee Chairperson Susanne Galbraith and Committee Members Rachel Sloan, Kathy Wilcox and Dwayne Andrews.

Also present were Fire Chief Gary Warren, Fire Fighter Eric Hartse, Sarah Lewin, and Eddy Kanduch.

Committee Chairperson Galbraith called the meeting to order.

1. Request of Citizens:

2. Review and discussion of ambulance purchase

Firefighter/Mechanic Hartse explained the best ambulance to purchase would be number 28 on the spreadsheet that was handed out. This is a 2016 4x4 ambulance that would have the power cot system and defibrillator already installed. To refurbish an ambulance the cost would be around 100,000, and a new defibrillator and power cot would need to be purchased and installed at a cost of \$30,000- \$35,000 each. He felt if ambulance 28 was purchased the other vehicles in the fleet would be able to rotate in less demanding positions would extend the service of their lives.

The committee discussed what direction the City should go. Chairperson Galbraith explained that what is being proposed is the money would be loaned to the Ambulance fund from General Fund. With a 5 year pay back for the \$230,000, it would be approximately \$46,000 a year. Chief Warren said that amount would be hard to make every year.

Chairperson Galbraith said if the City approved buying a refurbished ambulance, adding the cot and life pac it would cost \$201,000. Fire Fighter Hartse said the committee would continue to look for a cheaper cost on a new ambulance but felt new was the way to go. Warranty on a new ambulance is 3-5 years as opposed to no warranty with a refurbished.

The committee felt that the ambulance fund had been in the hole for a long time and did not feel that the Ambulance Fund could make the payments back to General Fund.

Chairperson Galbraith said that the payback for long trips was 87% compared to 61% payback for local service. Committee Member Andrews said he would feel better if he was assured there would be more trips to Billings if the new ambulance was purchased. Fire fighter Hartse said they are limited by equipment and man power. Another ambulance would give us the opportunity to rotate one of the less reliable ones out of service and give us a better platform

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to take Billings trips on, but did not feel comfortable saying a new ambulance would increase more trips to Billings.

If the purchase of a new ambulance were to be approved, it would take 2-3 months working with the vendors to get the best product for the best price. Then a lead in time is 200-400 days for manufacture to be completed. Usually a down payment of \$50,000-60,000 is asked for; he would need to look into that more.

Committee Member Wilcox said that would mean in 6 months the Ambulance would need \$50,000-\$60,000 for down payment, but then up to a year to pay for the rest of the ambulance. She thought some money could be put into a pot for the payment during that time.

** *Committee Member Andrews moved to approve the purchase of a four wheel drive ambulance for the amount of \$230,000, seconded by Committee Member Sloan.*

Chairperson Galbraith said she felt very uncomfortable spending the \$230,000 because the flood study is coming up at a cost of \$300,000 and General Fund cash right now is almost down to nothing. She was hoping that a refurbished ambulance could be found and add the power cot and life pac, for a saving of \$6,000. If the motion is passed by Council she asked for a packet with all ambulances available before purchase is made. She added that realistically the ambulance purchase would put a big strain on General Fund, so the City needs to go as cheap as it can.

** *The motion passed 4-0*

7. Review and recommendation on Ambulance Collections

** *Committee Member Galbraith moved to approve sending to collection for the ambulance an amount of \$153,725.36, seconded by Committee Member Andrews. The motion passed 4-0*

8. Review and recommendation on revising Resolution No. 2989- A Resolution Providing for Procedures to Manage and Monitor Leases of Property Owned by the City of Miles City

Clerk Pearce explained that Carol Hardesty said there is no land in Miles City to compare the price to.

** *Chairperson Galbraith moved to recommend to Council the approval of Resolution No. 2989. The motion failed for lack of a second.*

** *Chairperson Wilcox moved to recommend to Council to approve amending Resolution No. 2989, part 2 Lease Standards, Section C, increasing the cost of square foot for Tracts with Highway 10 and 12 frontage to .04, increasing the rate of tracts with paved road frontage to .025 per square foot, and tracts with gravel road frontage to .020 per square foot, seconded by Chairperson Galbraith. The motion passed 4-0*

9. Review and Recommendation Resolution No. 3923- A Resolution Adopting A City of Miles City Insufficient Funds Policy, and Setting A Public Hearing Thereon

** *Committee Member Wilcox moved to recommend to Council to approve Resolution No. 3923, seconded by Committee Member Sloan.*

Committee Member Andrews thought \$30.00 was too much. Clerk Pearce said there are about three people who consistently write nonsufficient checks to the City and the \$30.00 is the maximum allowed by the State to charge.

** *The motion passed 4-0*

10. Review and Recommendation on Bid for Lease of Land- Tract E, Lot 8 in Industrial Site

** *Committee Member Wilcox moved to recommend to Council to approve the bid of \$753.75 for Tract E, Lot 8 in Industrial Site, seconded by Committee Member Sloan.*

Mr. Diggins asked that grazing sheep be added to the lease under description of the purpose of the lease. He also asked if installing a well would be approved. Chairperson Galbraith said he needed to talk to DEQ and Director Kelm.

***The motion passed 4-0*

11. Adjournment

** *Committee Member Wilcox moved to adjourn the meeting, seconded by Committee Member Sloan and passed unanimously, 4-0.*

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Chief Colombik introduced the newest policeman Charles Farrington. He is originally from Kalispell and has three years of experience in law enforcement.

Acting Fire Chief Stevens said that ambulance 20 was down for service, which leaves them with 1.5 ambulances for calls. Volunteer Firefighter Denton and Firefighter Lewin completed the Firefighter testing consortium. A lot of overtime right now because employees are at training. In recent light of the Orlando shooting, he and Police Officer Bontrager had been working on sending 2 firefighters, 2 police officers and 2 dispatchers to training to be better prepared for an incident like that.

CITY COUNCIL COMMENTS

Councilperson Galbraith said that she would like to reconsider Resolution 3921. She said Dr. Harris is the health officer for the board. After a long discussion it was decided that the Council did not create a new policy, it objected to the change the County asked for. Now it goes back to the County. Attorney Rice suggested putting it on the next meeting agenda.

Councilperson Galbraith also said that she wanted everyone to know that the Council did not pay SEMDC with a 6-2 vote because it felt that the program is not responsive to some of the City's needs.

Councilperson Andrews said the City crew that installed a culvert close to his home did a really good job. He said Ingraham Environment Inc. had been working on a pest problem, and since the population is manageable he felt Council should address the problem by writing a pest management control plan. Also, Ingraham had spent a lot of money out of his own pocket and is asking the City to reimburse him \$1,500 and thought the Chamber would kick in \$1,500. He asked for it to be put on the Finance Committee agenda.

Councilperson Uden was concerned about the BNSF depot being a pigeon roost area. He felt that it was a health hazard, and would like it to be added to the next agenda to discuss. He was also impressed by the work being done at Riverside Park and looking forward to seeing the final product.

MAYOR COMMENTS

Mayor Hollowell asked everyone to keep Chief Colombik informed on any decisions to the pest problem.

The \$50,000 CDBG grant for the planning study should possibly be used for the flood study, for the match money.

The County proposed that the cost of the flood study is 70 percent paid by the City and 30 percent paid by the County. Administrator Malenovsky was wondering if that would apply to grants also. She said the study covers both side of the Tongue River to the mouth and then this side of the Yellowstone, and is a lot of information for the community.

Director Kelm said the \$50,000 grant was to be used to save money in the water fund. It was going to be used to pay for a study that covered the process of getting an extra line in the South Gate area and possibly South of Miles City. With the study, the City could apply for other grants. He said he had no problem with the \$50,000 being used for the flood study.

Mayor Hollowell read a contribution from the Code Council to Building Inspector Hirsch for his services.

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The City received a \$41,603 grant from Fish Wildlife for Conner stadium.

The City received a grant for the GPS software.

STANDING COMMITTEE RECOMMENDATIONS

Finance Committee- Approve the purchase of an ambulance for an amount of \$230,000- Transfer money from General Fund.

**** Councilperson Galbraith moved to postpone until next council meeting, seconded by Councilperson Uden. The motion passed by roll call vote. 8-0**

Finance Committee- Send an amount of \$155,725.36 to collections for ambulance fund

**** Councilperson Galbraith moved to approve sending \$155,725 to collections for the ambulance fund, seconded by Councilperson Sloan. The motion passed by roll call vote, 8-0**

BID AWARDS

None

BID OPENINGS

Wastewater Plant Upgrade Phase II Construction

There were three (3) sealed bid received:

- Williams Brother- Base \$3,585,000, Alternative \$225,000
- Dick Anderson- Base \$4,640,000, Alternative \$364,000
- EDK Engineering and Construction- Base \$, 223,000, Alternative \$400,000. Director Kelm said he received a fax from EDK that deducted the base amount by \$175,000 and the alternative by \$43,000. He said he would need to talk to Attorney Rice and see if that was legal.

**** Councilperson Uden moved to send the bids to Finance Committee, seconded by Councilperson Wilcox. The motion passed 8-0**

BID AWARDS

None

PUBLIC HEARINGS

A. RESOLUTION NO. 3923- A Resolution Adopting A City of Miles City Insufficient Funds Policy, and Setting A Public Hearing Thereon

Mayor Hollowell called for comments from opponents three times, then proponents three times and, hearing none, the hearing was closed.

UNFINISHED BUSINESS

A. RESOLUTION NO. 3923- A Resolution Adopting A City of Miles City Insufficient Funds Policy, and Setting A Public Hearing Thereon

**** Councilperson Galbraith moved to approve the Resolution, by title only, seconded by Councilperson Andrews. On roll call vote, the motion passed 8-0**

NEW BUSINESS

PROCEEDING OF CITY COUNCIL

MILES CITY, MONTANA

A. RESOLUTION NO. 3928- A Resolution Approving an Agreement with Universal Blower Pac, Inc., For Goods and Special Services Pertaining to the Miles City Wastewater Improvements Phase II Project

*** Councilperson Gardner moved to approve the Resolution, by title only, seconded by Councilperson Sloan. On roll call vote, the motion passed 8-0*

B. RESOLUTION NO. 3929- A Resolution Approving a Real Property Lease Agreement Between the City of Miles City and James Dighans, Located Within the Industrial Site Owned by Miles City, Montana

*** Councilperson Uden moved to approve the Amendment, by title only, seconded by Councilperson Galbraith. By roll call vote, the motion passed 8-0*

C. RESOLUTION NO. 3930- A Resolution for procedures to Manage and Monitor Leases of Property Owned by the City of Miles City

*** Councilperson Galbraith moved to approve the Resolution, by title only, seconded by Councilperson Erlenbusch. On roll call vote, the motion passed 8-0*
Mayor Hollowell appointed Planner Colton to Lease Administrator.

D. RESOLUTION NO. 3931- A Resolution Authorizing Extension of City Water Main To Serve Tract X Section 5, Within Township 7 North, Range 47 East, Custer County

*** Councilperson Galbraith moved to approve the Resolution, by title only, seconded by Councilperson Gardner. After a short discussion and on roll call vote, the motion passed 8-0*

E. DISCUSSION on Discharge of fireworks for fourth of July 2016.

After a long discussion, it was the consensus of Council to leave the Resolution the same as last year.

F. APPROVAL OF MAY CLAIMS

*** Councilperson Uden moved to approve May claims, seconded by Councilperson Sloan. On roll call vote, the motion passed 8-0*

ADJOURNMENT

*** Councilperson Uden moved to adjourn the meeting, seconded by Councilperson Sloan, and passed unanimously.*

The meeting was adjourned at 8:58 p.m.



**John Hollowell, Mayor
Clerk**



Lorrie Pearce, City