

REGULAR COUNCIL MEETING November 22, 2016
7:00 p.m.

CALL TO ORDER

The Regular Council meeting was held Tuesday, November 22, 2016, in the City Hall Conference Room at City Hall, 17 S. 8th Street, Miles City, Montana. Mayor Hollowell called the meeting to order. Council Members present were John Uden, Rick Huber, Susanne Galbraith, Brant Kassner, Jeff Erlenbusch, Ken Gardner and Kathy Wilcox. Councilperson Dwayne Andrews was excused.

Also present were Attorney Dan Rice, Police Chief Doug Colombik, Police Officer Dustin Sloan, Public Utilities Director Allen Kelm, Fire Chief Gary Warren, Captain Matt Spiess, Public Works Director Scott Gray, Grant Writer/Historic Preservation Administer Connie Muggli 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: 11/09/2016

****** *Councilperson Galbraith moved to approve the minutes of the Regular Council Meeting of November 9, 2016, and seconded by Councilperson Wilcox. The motion passed by unanimous consent, 7-0.*

Human Resource Minutes: 11/15/2016

**Human Resources Committee
November 15, 2016**

The **Human Resources Committee** met Tuesday, November 15, 2016, at 4:00 p.m. in the Conference Room at City Hall. Present were Committee Members Susanne Galbraith, Kathy Wilcox, Rick Huber and Jeff Erlenbusch. Also present were City Clerk Lorrie Pearce, Police Chief Doug Colombik, and Deputy City Clerk/HR Officer /Committee Recorder Linda Wilkins.

Committee Chairperson Kathy Wilcox called the meeting to order.

1. Request of Citizens
None
2. Committee Member Comments
None
3. Unfinished Business
 - A. City position description reviews – completed by December 2016.
Reviewed Engineering and Operations position descriptions and noted changes to each position description.
***Committee Member Galbraith moved to accept the position descriptions with changes as noted, and seconded by Committee Member Erlenbusch. On roll call vote, motion passed 4-0.*
 - B. Draft position descriptions template for City non-union positions – pending to Jan 2017
 - C. Development of wage scales for City non-union positions – pending to Jan 2017
4. New Business
 - A. CDL Requirements in City policy(ies)

PROCEEDING OF CITY COUNCIL
MILES CITY, MONTANA

***Committee Member Erlenbusch moved to table item until the next meeting, and seconded by Committee Member Galbraith. On roll call vote, motion passed 4-0.*

- B. Police Admin Position Description (Dispatcher) – revisions request by Sheriff Sheriff unable to attend meeting.

***Chairperson Wilcox moved to table item until the next meeting, and seconded by Committee Member Erlenbusch. On roll call vote, motion passed 4-0.*

- C. Wage review- Acting Dispatch Supervisor's stipend for additional duties See Resolution 3907; April 4, 2016

***Council Member Erlenbusch moved to send Item C, by title only, to the Finance Committee for further review, seconded by Committee Member Huber. On roll call vote, motion passed 4-0.*

5. Schedule Committee's Next Meeting: consider Tue, Dec 6, 2016 4:30 p.m.

6. Adjournment

***Committee Member Huber moved to adjourn, seconded by Committee Member Galbraith. The motion passed unanimously.*

The meeting was adjourned at 4:55 p.m.

*** Councilperson Erlenbusch moved to approve the minutes of the Human Resource Meeting of November 15, 2016, and seconded by Councilperson Galbraith. The motion passed by unanimous consent, 7-0.*

SCHEDULE MEETINGS

Wage Survey Meeting December 6, 2016 at 5:00pm
Human Resource Meeting December 8, 2016 at 5:00pm
Finance Committee Meeting December 8, 2016 at 6:00pm

REQUEST OF CITIZENS & PUBLIC COMMENT

- Robert Shipley- Various Issues- **Did not attend meeting**
- Comments on environmental impacts for the Coal Board Grant to help with the purchase of an ambulance- **There were no comments from the public.**

APPOINTMENTS

Mayor Hollowell explained that Councilperson Erlenbusch does not have the time to devote to the Economic Development Board. He said with the recommendation of a councilperson and public, he would like to appoint Councilperson Huber to the Economic Development Board.

*** Councilperson Galbraith moved to recommend Councilperson Rick Huber to be on the Economic Development Board, seconded by Councilperson Wilcox.*

*** Councilperson Galbraith moved to close nominations, seconded by Councilperson Erlenbusch. On roll call vote, the motion passed 7-0*

*** The Original motion passed 7-0*

PROCLAMATIONS

November 26, 2016- Small Business Saturday

STAFF REPORTS

Director Kelm explained, there is a water outage from Front to Fourth Street, and would be completed next week. On November 25th the City will be replacing

PROCEEDING OF CITY COUNCIL

MILES CITY, MONTANA

two valves on Pearl Street and various street will be closed. He also reported in 2015 there were 17 fire hydrants replaced and in 2016 there were 15.

Director Gray reported that he will have a final year report soon on ADA curb installation and total in pavement for the last year.

CITY COUNCIL COMMENTS

Councilperson Galbraith complimented EMS Coordinator Lewin for being awarded a \$1,000 grant to go towards the fire inspection program and \$9,500 from BNSF for hazardous material supplies.

Councilperson Uden complimented the fire department for keeping up with eight to ten calls a day, and the police department for responding to many calls while being understaffed.

Councilperson Huber said there was an accident between Tompy and Merriam and it took about 45 minutes for the police and fire to wrap it up. He was impressed.

Councilperson Erlenbusch reminded citizens that it was time to move boats, trailers and camper off the street. Councilperson Uden thought it might be a good time to revisit an Ordinance from a few years ago that was not passed on the issue. Mayor Hollowell said there are tickets being issued.

Councilperson Gardner said that the two trailers are still parked illegally in his ward. He reminded everyone that winter is coming soon, please don't forget to supply water, food and shelter to your pets.

MAYOR COMMENTS

Mayor Hollowell asked Council to approve purchasing Mr. Nile a plaque or certificate to acknowledge 40 years of service to the City.

** *Councilperson Galbraith moved to honor Mr Nile with some type of certificate or whatever the Mayor felt was appropriate, seconded by Councilperson Huber, and passed unanimously.*

STANDING COMMITTEE RECOMMENDATIONS

Sending an amount of \$11,172.61 to collection for the Ambulance fund

** *Councilperson Galbraith moved to approve sending to collection an amount of \$11,172.61 that is uncollectable from the ambulance fund, seconded by Councilperson Uden. On roll call vote, the motion passed 7-0*

BID OPENINGS

None

BID AWARDS

None

PUBLIC HEARINGS

A. RESOLUTION NO. 3998- A Resolution Pursuant to §7-6-4006 of the Montana Code Annotated, Authorizing Amendment of Final Budget for FY 2016-2017 to Increase Budgeted Amounts in the Building Inspection Fund 2394, Planning Fund 1000, Streets 204 Fund 2510, Streets 205 Fund 2520, Streets 207 Fund 2540, Water Fund 5210 and Sewer Fund 5310

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. 3998- *(Second Reading)* A Resolution Pursuant to §7-6-4006 of the Montana Code Annotated, Authorizing Amendment of Final Budget for FY 2016-2017 to Increase Budgeted Amounts in the Building Inspection Fund 2394, Planning Fund 1000, Streets 204 Fund 2510, Streets 205 Fund 2520, Streets 207 Fund 2540, Water Fund 5210 and Sewer Fund 5310

*** Councilperson Galbraith moved to approve the Resolution and amend in the title FY 2016-2017 to FY 2015-2016, seconded by Councilperson Gardner. On roll call vote, the motion passed 7-0 Resolution No. 3998 passed*

NEW BUSINESS

A. RESOLUTION NO. 4003- Approving a Letter of Agreement for Architectural Services between the City of Miles City and Stevenson Design, Inc., for Architectural Services Related to Denton Field Press box Project.

*** Councilperson Gardner moved to approve the Resolution, by title only, seconded by Councilperson Galbraith.*

*** Councilperson Galbraith moved to amend the original motion to change 30 days for payment to 60 days, seconded by Councilperson Wilcox. On roll call vote the motion passed 7-0*

*** The original motion passed 7-0*

B. RESOLUTION NO. 4005- *(First Reading)* A Resolution Pursuant to §7-6-4006 of the Montana Code Annotated, Authorizing Amendment of Final Budget for FY 2016-2017 to Increase the Budgeted Amount in Fund #2310-383000 to pay Unbudgeted Expenses Related to the Downtown Urban Renewal District's Promotional Video Filming

*** Councilperson Wilcox moved to approve the Resolution, by title only, seconded by Councilperson Gardner. On roll call vote, the motion passed 7-0*

C. RESOLUTION NO. 4006- A Resolution Approving a Services Agreement Between the City of Miles City and Fire Recovery USA,LLC

*** Councilperson Uden moved to approve the Resolution, by title only, seconded by Councilperson Erlenbusch. On roll call vote, the motion passed 7-0 Resolution No. 4006 passed*

D. RESOLUTION NO. 4007- *(First Reading)* A Resolution Establishing and Implementing a Program to Charge Mitigation Rates for the Deployment of Emergency and Non-Emergency Services by the Fire Department for Services Provided/Rendered for the City of Miles City

*** Councilperson Galbraith moved to approve the Resolution, and to amend*

PROCEEDING OF CITY COUNCIL
MILES CITY, MONTANA

Exhibit A page one under Add-on Service itemized response and page three under water incident level 4 itemized response, by striking "you have" and replace with "the fire department has", seconded by Councilperson Gardner. On roll call vote, the motion passed 7-0

ADJOURNMENT

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

The meeting was adjourned at 7:40 p.m.



John Hollowell, Mayor



Lorrie Pearce, City Clerk