

PROCEEDINGS OF CITY COUNCIL MILES CITY, MONTANA

REGULAR COUNCIL MEETING June 10, 2014 7:00 p.m.

CALL TO ORDER

The Regular Council meeting was held Tuesday, June 10, 2014, in the City Hall Conference Room at City Hall, 17 S. 8th Street, Miles City, Montana. Mayor C.A. Grenz called the meeting to order. Council Members present were Roxanna Brush, Mark Ahner, Dwayne Andrews, John Hollowell, Sheena Martin, Ken Gardner, Jerry Partridge and Susanne Galbraith.

Also present were City Attorney Dan Rice, Police Chief Doug Colombik, Police Officer Denise Bontrager, Police Sgt. Mike Willems, Public Works Director Scott Gray, Public Utilities Director Al Kelm, Historic Preservation Officer Connie Muggli, Fire Chief Dale Berg, City Clerk Lorrie Pearce and HR/Payroll Officer/Minute Recorder Billie Burkhalter.

PLEDGE OF ALLEGIANCE

Mayor Grenz led the Council in the Pledge of Allegiance.

APPROVAL OF COUNCIL & COMMITTEE MINUTES

City Council Minutes: 5/27/2014

- ** *Councilperson Gardner moved to approve the minutes of the Regular Council Meeting of May 27, 2014, seconded by Councilperson Galbraith and passed unanimously, 8-0.*

Special Council Meeting: 5/27/14

- ** *Councilperson Brush moved to approve the minutes of the Special Council Meeting of May 27, 2014, seconded by Councilperson Gardner and passed unanimously, 8-0.*

Human Resources Meeting: 6/3/14

Human Resources Committee June 3, 2014

The **Human Resources Committee** met Tuesday, June 3, 2014, at 6:00 p.m. in the Conference Room at City Hall. Present were Chairperson Roxanna Brush, Committee Members Sheena Martin, Ken Gardner, and Mark Ahner. Also present was Committee Recorder HR/Payroll Officer Billie Burkhalter.

1. **Officer Confirmation**
 - **Denise Bontrager**
 - **Mike Willems**

Chairperson Brush explained to the Committee that Police Chief Doug Colombik was unable to attend the meeting, but he stated both Sgt. Mike Willems and Officer Denise Bontrager have completed the academy and he would recommend both of them be confirmed by the Committee.

- ** *Committee Member Ahner moved to recommend to City Council to confirm Sgt. Mike Willems and Officer Denise Bontrager. Motion seconded by Committee Member Martin and motion passed unanimously.*

2. **Request of Citizens**

-None.

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3. Committee Member Comments

-None.

4. Adjournment

** *Committee Member Ahner moved to adjourn the meeting. The motion was seconded by Committee Member Martin and passed.*

The meeting was adjourned at 6:10 p.m.

** *Councilperson Brush moved to approve the minutes of the Human Resources Committee Meeting of June 3, 2014, seconded by Councilperson Galbraith and passed unanimously, 8-0.*

Flood Control Meeting: 6/3/14

** *Councilperson Hollowell moved to approve the minutes of the Flood Control Committee Meeting of June 3, 2014, seconded by Councilperson Gardner and passed unanimously, 8-0.*

SCHEDULE MEETINGS

None

REQUEST OF CITIZENS & PUBLIC COMMENT

None

APPOINTMENTS

None

PROCLAMATIONS

None

STAFF REPORTS

None

CITY COUNCIL COMMENTS

Jerry Partridge

- Said he feels a **code enforcement officer** is needed in Miles City. He has noticed an increased amount of junk piling up around town. Councilpersons Brush and Gardner agreed. Attorney Rice also agreed, noting that the **business licenses** also need addressed, as the City has an Ordinance that addresses it but there are no fees and no teeth for enforcement.

Police Chief Colombik felt a part-time or seasonal person could handle this position. HR/Payroll Officer Burkhalter will locate an appropriate job description.

Mark Ahner

- Did not receive a copy of the Budget Meeting schedule.
- Regarding the packet Councilmembers received on property outside the City limits but still in the “donut” (City’s jurisdiction) – asked if any action has been taken on that issue. Mayor Grenz said he emailed Allison Mouch, Community Planning Bureau Chief, Montana Department of Commerce. He asked who would have jurisdiction in that area. Attorney Rice said zoning enforcement in the “donut” is the City’s responsibility. He said Chief Colombik is working on an investigative file for the City Prosecutor.

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Roxanna Brush

- On May 31st it was reported on the Weather Channel that two tornadoes were spotted 20 miles outside of Miles City. She was concerned that no emergency sirens or alerts were sounded. As the long-time county EMS coordinator has retired, the alert should have gone to the interim EMS coordinator. Police Chief Colombik will look into this.

MAYOR COMMENTS

- **Discussion on City Policy for Donations, Memorial Plaques, Monuments, etc.** The mayor had received a letter from a former resident who suggested a plaque be installed at the swimming pool with name plates for individuals and/or businesses who had donated over a certain amount of money.

A donation policy had been previously approved on September 8, 2009. Councilperson Ahner suggested the Public Service Committee might be the place to start to investigate whether changes need to be made to this policy, and how to handle the plaque request. Councilperson Partridge mentioned that Sigrid Laird might be a valuable person to consult for suggestions. As Chairperson of the Public Service Committee, Councilperson Partridge will set a meeting in the next couple of weeks to discuss this issue. Mayor Grenz will contact Sigrid Laird and ask her to contact Councilperson Partridge.

STANDING COMMITTEE RECOMMENDATIONS

Human Resources Committee: 6/4/14

Approval of Police Officers Mike Willems and Denise Bontrager

- ** *Councilperson Ahner moved to approve the confirmation of Police Officers Mike Willems and Denise Bontrager, seconded by Councilperson Brush and passed unanimously, 8-0.*

Finance Committee of 6/5/14:

Approval of purchase of a used pickup, culvert pipe and a new dump box

No action required by Council – informational only

BID OPENING

Arrowhead Drive District #204: Paving; New Curb and Gutter

One bid was received: Century Companies \$256,937

- ** *Councilperson Ahner moved to refer the bid to the Finance Committee to see if it falls within the original bid parameters for this project. The motion was seconded by Councilperson Hollowell.*

Councilperson Ahner said he thought the original deposit for this project was about \$55,000, or half of the total cost. Attorney Rice concurred, and noted this bid is much higher than the estimated cost.

- * *On roll call vote, the motion passed by unanimous consent, 8-0.*

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BID AWARDS

None

PUBLIC HEARINGS

ORDINANCE NO. 1271: An Ordinance Repealing Section 12 Of The Code Of Ordinances Of The City Of Miles City And Enacting A New Section 12 Of Said Code Of Ordinances Of The City Of Miles City, Correcting Internal Citations Within The Flood Code Passed By Ordinance 1264

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

UNFINISHED BUSINESS

A. ORDINANCE NO. 1271: (Second Reading) An Ordinance Repealing Section 12 Of The Code Of Ordinances Of The City Of Miles City And Enacting A New Section 12 Of Said Code Of Ordinances Of The City Of Miles City, Correcting Internal Citations Within The Flood Code Passed By Ordinance 1264

** *Councilperson Hollowell moved to adopt the resolution, read by title only and seconded by Councilperson Gardner. After a brief discussion and on roll call vote, the motion passed 8-0. Ordinance No. 1264 was adopted.*

B. RESOLUTION NO. 3682: A Resolution Authorizing The City of Miles City To Enter Into Janitorial Service Agreements With Dale Petroff D/B/A Dale's Cleaning Service

** *Councilperson Ahner moved to adopt the resolution, read by title only and seconded by Councilperson Hollowell. After a brief discussion and on roll call vote, the motion passed 8-0. Resolution No. 3682 was adopted.*

C. RESOLUTION NO. 3683: A Resolution Authorizing The City of Miles City To Enter Into Janitorial Service Agreements With Marilyn Forman D/B/A MMF Cleaning

** *Councilperson Ahner moved to adopt the resolution, read by title only and seconded by Councilperson Hollowell.*

Councilperson Ahner said he thought there had been a clause in the previous contracts regarding "continuing under the same terms and conditions and compensation." If neither party requested changes, the contract was simply renewed for another year. He suggested this be looked at for these contracts next year.

* *On roll call vote, the motion passed 8-0. Resolution No. 3683 was adopted.*

NEW BUSINESS

A. Approval of Site Plan Review for Simpson Honey Farm property at 702 Pacific Avenue

** *Councilperson Brush moved to approve the Site Plan Review for Simpson Honey Farm property, seconded by Councilperson*

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Hollowell. After a brief discussion and on roll call vote, the motion passed 8-0. The Site Plan Review was approved.

- B. RESOLUTION NO. 3684:** A Resolution Authorizing The City Of Miles City To Enter Into An Agreement With The Montana Department Of Transportation For Street Sweeping For Fiscal Year 2014-2015
- ** *Councilperson Galbraith moved to adopt the resolution, read by title only and seconded by Councilperson Hollowell. After a brief discussion and on roll call vote, the motion passed 8-0. Resolution No. 3684 was adopted.*
- C. RESOLUTION NO. 3686:** A Resolution Adopting A Memorandum For The Determination Of Feasibility Of An Urban Renewal Plan With A Tax Increment Finance District Provision For The Downtown Core Of The City Of Miles City
- ** *Councilperson Ahner moved to adopt the resolution, read by title only and seconded by Councilperson Gardner. On roll call vote, the motion passed 8-0. Resolution No. 3686 was adopted.*
- D. RESOLUTION NO. 3687:** A Resolution Authorizing The City Of Miles City To Enter Into A Main Street Program Grant Contract With The Montana Department Of Commerce
- ** *Councilperson Galbraith moved to adopt the resolution, read by title only and seconded by Councilperson Gardner. On roll call vote, the motion passed 8-0. Resolution No. 3687 was adopted.*
- E. RESOLUTION NO. 3688:** A Resolution Approving The Receipt Of Grants In The Amount Of \$3,000 And \$2,750 From The Sandra Anderson Donor Advised Fund To Be Applied To The Miles City Tax Increment Finance District Project
- ** *Councilperson Gardner moved to adopt the resolution, read by title only and seconded by Councilperson Brush. On roll call vote, the motion passed 8-0. Resolution No. 3688 was adopted.*
- F. RESOLUTION NO. 3689:** (First Reading) A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2013-2014 For Unanticipated Grant Revenue To Historic Preservation Fund 2935 And Providing For Hearing Thereon
- ** *Councilperson Hollowell moved to adopt the resolution, read by title only and seconded by Councilperson Gardner. After brief discussion and on roll call vote, the motion passed 8-0. The resolution was referred to the Finance Committee.*
- G. RESOLUTION NO. 3690:** A Resolution Authorizing The Outlaw Baseball Club To Place A Plaque In The New Pressbox At Tedesco Field In Honor Of C. W. Wilcox
- ** *Councilperson Hollowell moved to adopt the resolution, read by title only and seconded by Councilperson Galbraith. After discussion and on roll call vote, the motion passed 8-0. Resolution No. 3690 was adopted.*

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CONSENT AGENDA

** Councilperson Ahner moved to place Resolutions No. 3691 through No. 3695 on the Consent Agenda and that they be referred to the Finance Committee. The motion was seconded by Councilperson Gardner and, on roll call vote, the motion **passed 8-0.**

- H. RESOLUTION NO. 3691:** *(First Reading)* A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2013-2014 To Appropriate Unanticipated Revenues To Building Inspector Fund No. 2394 For Contracted Professional Services
- I. RESOLUTION NO. 3692:** *(First Reading)* A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2013-2014 To Appropriate Unanticipated Revenues To Airport Fund 5610 For Federal Aeronautics Grant Funds
- J. RESOLUTION NO. 3693:** *(First Reading)* A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2013-2014 To Appropriate Unappropriated Cash Balances From The Capital Improvement Fund No. 4000 For The Purchase Of Two Police Vehicles
- K. RESOLUTION NO. 3694:** *(First Reading)* A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2013-2014 To Appropriate Unanticipated Expenses To Lighting District NO.165 Fund 2400 For Electrical Utilities
- L. RESOLUTION NO. 3695:** *(First Reading)* A Resolution Pursuant To §7-6-4006 Of The Montana Code Annotated, Authorizing Amendment Of Final Budget For FY 2013-2014 To Appropriate Unanticipated Expenses To Lighting District NO.167 Fund 2420 For Electrical Utilities
- M. Approval of May Claims**

** Councilperson Galbraith moved to approve May claims, seconded by Councilperson Andrews. After discussion and on roll call vote, the motion **passed 8-0. May claims were approved.**

ADJOURNMENT.

** Councilperson Galbraith moved to adjourn the meeting, seconded by Councilperson Brush and passed unanimously, 8-0.

The meeting was adjourned at 7:55 p.m.



Lorrie Pearce
City Clerk


C.A. Grenz, Mayor