

REGULAR COUNCIL MEETING April 24, 2018

7:00 p.m.

CALL TO ORDER

The Regular Council meeting was held Tuesday, April 24, 2018, 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 Brant Kassner, Dwayne Andrews, Ken Gardner, John Uden, Rick Huber, Jeff Erlenbusch, Kathy Wilcox and Susanne Galbraith.

Also present were City Attorney Dan Rice, Public Works Director Scott Gray, Police Chief Doug Colombik, Fire Chief Branden Stevens, Public Utilities Director Tom Speelman, Battalion Chief Mike Miller, Planner II Dawn Colton, Retired Seniors Volunteer Program Director Betty Vail, Dispatch Supervisor Lyne Anderson 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

City Council Minutes: 4/10/2018

** *Councilperson Uden moved to approve the minutes of the Regular Council Meeting of April 10, 2018, subject to any changes, and seconded by Councilperson Huber. The motion passed by unanimous consent, 8-0.*

Finance Committee Minutes: 4/05/2017

Finance Committee Meeting

April 5, 2018

The Finance Committee met Thursday, April 5, 2018 at 6:00 p.m. in the City Hall Conference room. Present were Committee Chairperson Susanne Galbraith and Committee Members Rick Huber, Dwayne Andrews and Kathy Wilcox.

Also present were: Fire Chief Branden Stevens, Battalion Chief Mike Miller and City Clerk/Recorder Lorrie Pearce.

Committee Chairperson Galbraith called the meeting to order.

1. Request of Citizens:

None

2. Discussion and recommendation on ambulance bids received

Chief Stevens said the City received one bid from Sawtooth for an amount of \$124,844. The bid covered everything that was requested.

** *Committee Member Andrews moved to recommend to Council to approve Sawtooth's ambulance bid, seconded by Committee Member Wilcox. On roll call vote, it passed 4-0*

3. Discussion and recommendation on USDA's loan for the training center

** *Committee Member Galbraith moved to recommend the 30 year loan and if needed change at a later date, seconded by Committee Member Andrews.*

Battalion Chief Miller presented the loan schedule:

- \$250,000 is not the exact cost for the project, final number will probably be around \$246,000 to \$247,000
- Will be receiving professional advice on building cement blocks and City will help with leveling the area where the building will stand. Saving around \$25,000
- Battalion Chief Miller is training seven other firefighter to be instructors
- Explained the bridge loan. It is the construction section, where the cost of the invoices will be added to the loan for a total sum. This sum will transfer to the amount of the loan in January 2019
- Discussion on the 20 year versus the 30 year. The 20 year loan will cost the City an extra \$4,000 a year until paid. The 30 year loan will cost about \$2,000 extra a year. The Committee thought that the 20 year loan would be better because the interest is much lower.

PROCEEDING OF CITY COUNCIL

MILES CITY, MONTANA

- It will take 90-120 days to build the center
- Fire crew will host a question and answer day for the community

** *Committee Member Galbraith amended her motion to recommend to Council to accept the 20 year loan from USDA, seconded by Committee Member Andrews. The amended motion passed 4-0*

4. **RESOLUTION 4142- A Resolution Authorizing the City of Miles City to Enter Into a Sales Agreement for Ambulance With Sawtooth Emergency Vehicles, Inc.**

** *Committee Member Andrews moved recommending to Council the approval of the Resolution, seconded by Committee Member Huber. The motion passed 4-0*

5. **ORDINANCE NO. 1323- An Ordinance Section 2-53 of the Code of Ordinances of Miles City, Montana, to Call for City Council Meetings to Begin at 6:00 p.m.**

** *Committee Member Wilcox moved to recommend to Council to approve the Ordinance, seconded by Committee Member Huber.*

There was a short discussion as to whether an amendment should be added to the Ordinance so Council can change the time by Resolution.

** *Committee Member Wilcox moved to amend adding Section 2 to say "Include the authority for Council to change time by Resolution", seconded by Committee Member Huber. The original and amended motion passed 3-1 with Committee Member Andrews voting no*

6. **ORDINANCE NO. 1324- An Ordinance Amending Ordinances 1073, 1262, 1277, 1295 and 1308, Revising "Administration Rules of the City of Miles City Water and Sewer Services, Accounts, Delinquencies and Termination"**

** *Committee Member Huber moved recommending to Council the approval of the Ordinance, seconded by Committee Member Wilcox.*

Clerk Pearce explained the changes:

- Page 1, under Section 2 the last sentence was added
- Page 3, under Section 2 the last 2 sentences were added and it was also added to the seller/landlord agreement form

** *The motion passed 4-0*

7. Adjournment

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

The meeting was adjourned at 7:00 p.m.

** *Councilperson Galbraith moved to approve the minutes of the Finance Committee Meeting of April 5, 2018, and seconded by Councilperson Gardner. The motion passed by unanimous consent, 8-0.*

Public Service Committee Minutes: 4/05/2017

PUBLIC SERVICE COMMITTEE MEETING

April 5, 2018

The Public Service Committee met Thursday, April 5, 2018 at 5:30 pm in the City Hall Conference Room, 17 S. 8th Street, Miles City, Montana. Present were Committee Chair John Uden and Committee Members; Dwayne Andrews, Ken Gardner and Kathy Wilcox.

Also present were: Public Works Director Scott Gray and Minute Recorder Ally Capps.

1. **Request of Citizens/Public Comment**

-None-

2. **Discussion and Recommendation to Council; Kiwanis, Lions Shelter in Riverside Park Waiving Variance and Rental Fees.**

** *Committee Member Andrews made a motion to waive rental fees for the Kiwanis Lions Shelter and Riverside Park for a period of ten years, starting this summer, seconded by Committee Chair Uden.*

Representing Kiwanis, Brandon Janshen 70 Spruce Drive, presented to the Committee that the Kiwanis are only seeking to have the rental fees waived for Wibaux Park and Riverside Park the Kiwanis were hoping to have the waiver extended, currently the Kiwanis go before Council Annually. The Committee, Director Gray and Citizen Janshen discussed the pro and cons of an extended agreement.

Rick Huber- Received an e-mail from Julie Emmons that explained that a company was looking for a place to land and store their airplanes. The area would need a building that could occupy fifty employees. He added that the Airport Board Chairperson Doug Phair is aware of the request.

MAYOR COMMENTS

Announced that the City of Miles City was designated or selected as:

- Opportunity Zoning Designation, a program that helps with middle to low income in zoning
- Number three hundred forty one nationwide for starting a small business, based on cost of general expenses, disposable income available to residents, population, and standard business hours
- Center for Disease Control may provide a grant for the City to update the fluoride equipment at no cost to the City
- Safe Wise, based on Federal Bureau of Investigation, named Miles City the seventh safest City to live in Montana
- Small Asset ranked Miles City number one as the most affordable City to live in Montana

COMMITTEE RECOMMENDATIONS

None

BID OPENINGS

None

BID AWARDS

None

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Approve request of 4th of July Committee to close Main Street on July 4th from 8am to noon, use of Riverside Park all day including all structures at no charge, a police escort for the parade and use City signage/barricades to implement closure

**** Councilperson Uden moved to approve the request of the 4th of July Committee, seconded by Councilperson Andrews.**

Fourth of July Committee Representative Mark Ahner thanked the Council for their support and asked for it again this year. He said this is the 15th year for the parade and it will start this year at 10am instead of 11am. The theme this year is "Honoring all Heroes". The committee will cleanup on the 5th.

**** Councilperson Uden amended his motion to add that the City provides and pays for the Certificate of Liability on the event, seconded by Councilperson Andrews**

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

B. RESOLUTION NO. 4145- A Resolution Approving a Department of Administration Local Government Services Bureau Standard Audit Contract for Financial Audit Services Between the City of Miles City and Olness & Associates, PC, CPA's

**** Councilperson Galbraith moved to approve the Resolution, read by title only, seconded by Councilperson Huber, and on roll call vote, passed by unanimous consent, 8-0. Resolution No. 4145 passed.**

C. RESOLUTION NO. 4146- A Resolution Approving a Task Order Between the City and Kadrmas, Lee & Jackson, Inc., For Services Related to the Water Treatment Plant Clearwell Improvements Project

**** Councilperson Gardner moved to approve the Resolution, read by title only, seconded by Councilperson Kassner, and on roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4146 passed.**

D. RESOLUTION NO. 4147- A Resolution Approving the FY2019 Eastern Montana Drug Task Force Memorandum of Understanding

**** Councilperson Kassner moved to approve the Resolution, read by title only, seconded by Councilperson Andrews, and on roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4147 passed.**

E. RESOLUTION NO. 4148- A Resolution Adopting a Revised Purchasing Policy for the City of Miles City, Montana

**** Councilperson Galbraith moved to approve the Resolution, read by title only, seconded by Councilperson Kassner**

**** After a long discussion, Councilperson Galbraith amended her motion to send to Finance Committee for review, there was no second, the motion failed.**

**** On roll call vote, the main motion passed 8-0. Resolution No. 4148 passed.**

F. RESOLUTION NO. 4149- A Resolution Approving a Revocable License for Non-Federal Use of Real Property Between the City of Miles City and the U.S. Department of Veterans Affairs for RSVP Offices

**** Councilperson Galbraith moved to approve the Resolution, read by title only, seconded by Councilperson Andrews, and on roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4149 passed.**

G. RESOLUTION NO. 4150- A Resolution Approving a Revocable License for Non-Federal use of Real Property Between the City of Miles City and the U.S. Department of Veterans Affairs for Police Department Offices

**** Councilperson Uden moved to approve the Resolution, read by title only, seconded by Councilperson Kassner.**

Patrick Tivnan Veterans Affairs Realty Specialist explained that the Veteran Administration does not allow tenants at will, which means all agreements need to be current. The police departments lease/license had not been updated for several years. The partnership situation is illegal according to the Homeland Security Presidential Directive number twelve. It calls for specific security inside and outside of the building. The VA building had not initiated the requirements in the directive. Once he determined that it was not done, he determined the steps needed to be implemented for proper security. Once the security was installed, there was no need for the police department to perform any security acts.

Mayor Hollowell asked if the license could be extended for 90 days because the cost was not in the budget. Mr. Tivnan said that the government legally is not allowed to give special treatment to anyone. He added that everyone in the building is paying \$10 per square foot.

PROCEEDING OF CITY COUNCIL

MILES CITY, MONTANA

**** on roll call vote, the motion passed by unanimous consent, 8-0.
Resolution No. 4150 passed.**

H. RESOLUTION NO. 4151- A Resolution Authorizing the City of Miles City to Enter Into a Sales Agreement for Purchase of a 2018 Ford MR250 Ambulance with Sawtooth Emergency Vehicles, Inc.

**** Councilperson Uden moved to approve the Resolution, read by title only, seconded by Councilperson Huber, and on roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4151 passed.**

I. RESOLUTION NO. 4153- (First Reading) A Resolution Establishing Revised Rates for Labor & Equipment

**** Councilperson Galbraith moved to approve the Resolution, read by title only, seconded by Councilperson Wilcox, and on roll call vote, the motion passed by unanimous consent, 8-0.**

J. RESOLUTION NO. 4154- A Resolution Approving an Agreement for Professional Services With Kadrmas, Lee & Jackson, Inc., for Professional Services at Frank Wiley Field

**** Councilperson Gardner moved to approve the Resolution, read by title only, seconded by Councilperson Erlenbusch, and on roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4154 passed.**

K. RESOLUTION NO. 4155- A Resolution Approving Terms for a Bridge Loan With the Montana Community Development Corporation, For Construction of Fire Training Building

**** Councilperson Galbraith moved to approve the Resolution, read by title only, seconded by Councilperson Andrews, and on roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4155 passed.**

ADJOURNMENT

**** Councilperson Erlenbusch moved to adjourn the meeting, seconded by Councilperson Kassner and passed unanimously.**

The meeting was adjourned at 8:17 p.m.


John Hollowell, Mayor


Lorrie Pearce, City Clerk