

REGULAR COUNCIL MEETING March 12, 2019

6:00 p.m.

CALL TO ORDER

The Regular Council meeting was held Tuesday, March 12, 2019, 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, Rick Huber, Jeff Erlenbusch, Kathy Wilcox, John Uden, Susanne Galbraith and Ken Gardner.

Also present were City Attorney Dan Rice, Public Works Director Scott Gray, Public Utilities Director Tom Speelmon, Police Chief Doug Colombik, Fire Chief Branden Stevens, Planner in Training Ally Capps, Deputy City Clerk Mary Roberts, RSVP Director Betty Vail 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: 2/26/2019

** *Councilperson Galbraith moved to approve the minutes of the Regular Council Meeting of February 26, 2019, and seconded by Councilperson Erlenbusch. The motion passed by unanimous consent, 8-0.*

Human Resources Minutes: 3/05/2018

**Human Resources Committee
March 5, 2019**

The Human Resources Committee met Tuesday, March 5, 2019, at 6:00 p.m. in the Conference Room at City Hall. Present were Committee Members John Uden, Susanne Galbraith, and Jeff Erlenbusch. Excused was Committee Member Kathy Wilcox. Also present were Police Chief Doug Colombik, Mayor John Hollowell, City Clerk Lorrie Pearce, City Planner-in-Training Ally Capps and Human Resources Officer/Recorder Linda Wilkins.

Committee Member Jeff Erlenbusch called the meeting to order.

- 1. Request of Citizens**
None
- 2. Committee Member Comments**
None
- 4. Discussion and Recommendation: Proposal to combine City Planner-in-Training & Urban Renewal (Historic Preservation/TIFD) Position Descriptions (Mayor)**

There was discussion on combining the two positions. Committee Member Erlenbusch commented that he thought the two positions were a good fit together. Planner Capps has set up meetings to meet with the Historic Preservation Committee and the TIFD Committee to get their input. Committee Member Galbraith commented that with annexation coming up, the planning that goes with building a new facility and having to learn everything in both positions that it was too much work for one person. Committee Member Uden wasn't sure if it was too much for one person to handle, but thought that Planner Capps would let someone know if the work load was too much. He would like to give someone a chance. Committee Member Galbraith also commented that the City has paid a considerable amount for professional services to train and bring Planner Capps up to speed in areas she was not familiar with. Planner Capps said that there will always be professional services and annexation will be expensive. She thinks the two positions fit together and provides for networking. The HP and TIFD committees have expressed a willingness to help her. Committee Member Erlenbusch commented that planning would always come first. Committee Member Galbraith said that 50% of the planning budget comes from sewer, water and streets, how do you fit all the duties together from a budget standpoint. She would like to hear what Directors Gray and Speelmon have to say. Mayor Hollowell stated that he sees a lot of work. He thought it would be good to look at a probationary period. The last time the Urban Renewal position was posted it took several months to fill

PROCEEDING OF CITY COUNCIL

MILES CITY, MONTANA

the position. Committee Erlenbusch commented that there are members on the two committees who could help with the work required, this should be discussed with the committees.

**Committee Member Uden moved that the proposal of combining the two positions be approved by the committee on a three month probationary basis, seconded by Committee Member Erlenbusch.

After further discussion it was decided that the probationary period should be extended.

**Committee Member Uden amended his motion to include a secondary three month probationary period, seconded by Committee Member Erlenbusch. On roll call vote the amending motion passed 2-1. Committee Member Galbraith voting nay.

**On roll call vote the original motion passed as amended 2-1. Committee Member Galbraith voting nay.

5. Discussion and Recommendation: Wage Scales, potential revisions (Linda)

HR Officer Wilkins presented the revised wage scale matrix to the committee for their review. The matrix was updated to ten years.

**Committee Member Galbraith moved to recommend approval of the wage scale, seconded by Committee Member Erlenbusch. On roll call vote the motion passed 3-0.

**6. Other:
None**

**7. Next Meeting: To be determined
Deferred**

8. Adjournment

**Committee Member Galbraith moved to adjourn, seconded by Committee Member Uden. The motion passed unanimously 3-0.

The meeting was adjourned at 6:45 p.m.

** *Councilperson Uden moved to approve the minutes of the Human Resources Committee Meeting of March 5, 2019, and seconded by Councilperson Erlenbusch. The motion passed by unanimous consent, 8-0.*

SCHEDULE MEETINGS

*The following meetings will be held in the City Hall Conference Room:
Finance Committee
March 21st @ 6pm*

REQUEST OF CITIZENS & PUBLIC COMMENT

Ryan Schoff, 700 South Prairie owner of Montana Tree Service explained that he had received a ticket because his boom was too wide to park on the street. The City Judge told him that he was not sure what kind of a fine to give him. City Ordinances do not allow him to park his commercial vehicle on the street and he felt that the policy needed to be looked at because there are several commercial vehicles parked on streets throughout town. He has never received a ticket for his dually, which is 1/8" wider than his boom truck. Ryan stated that the only way to avoid a ticket is to cover his business logo with a piece of paper. He added that he uses cones at the worksite and strictly follows the law. He looked into buying property and building a fence on it to hide his parked vehicles, but with the property being in the flood zone, he can not do that.

Mayor Hollowell said he would look into the policy and report back to him.

APPOINTMENTS

PROCLAMATIONS

None

STAFF REPORTS

Tom Speelmon- Sarah Robbins from RATES with a discussion on lowering fluoride from 1.0mg/l to 0.7mg/l

Representative from Rural and Tribal Environmental Solutions, Sarah Robbins, explained that the fluoride level for City water is currently 1 milligram per liter, which was the suggested level in the 1960's. She said the current recommendation is 0.7 milligram per liter, because today everyone gets extra fluoride daily from items like toothpaste, mouthwash, plants and animal flesh. After a brief discussion the consensus of the Council was to change the Ordinance to 0.7 milligrams per liter.

Director Speelmon explained that the City has entered that time of the year when there are several water breaks, frozen sewer lines and drain pipes. The utility crew is falling behind because of the magnitude of the breaks. They are doing the best they can with what they have. If Council receives calls, please ask them to be patient.

Lorrie Pearce- Letter of Support

Clerk Pearce asked the Council for support in asking the Montana Municipal Institute Board for financial assistance to send the new Deputy Clerk to the Clerk Institute this year.

****** *Councilperson Uden moved to approve sending the Deputy Clerk to the Clerk Institute and signing the letter of support, seconded by Councilperson Andrews. The motion passed unanimously 8-0*

Doug Colombik- Commendations

Chief Colombik read a letter from Fire Captain Tanner Harbaugh stating an event involving a burning trailer house. He explained that Police Officers Qualley and Sloan assisted a family and their pets out of the home prior to windows breaking and filling with smoke. After assisting this family, the officers went to another trailer with flames that were touching the side of it. They woke up the occupant and removed him safely. The occupant stated that he had no clue that the fire was happening and his smoke detectors did not go off. He felt the officers had saved his life. Both officers received written commendations for their actions.

CITY COUNCIL COMMENTS

Councilperson Uden asked for a moment of silence for Retired Police Chief Kenneth Losett who recently passed away. Mr. Losett was the Chief of Police for the City of Miles City for five and a half years. Mayor Hollowell asked for a moment of silence for former Councilperson Bill Melnik who also recently passed away.

MAYOR COMMENTS

Received three tickets to the Bureau of Business and Economic Research seminar for tomorrow. If a Councilperson is interested in attending, please let him know.

COMMITTEE RECOMMENDATIONS

None

BID OPENINGS

None

BID AWARDS

None

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. RESOLUTION NO. 4238- A Resolution Approving Grant Awards to RSVP From the Corporation for National and Community Service

** *Councilperson Andrews moved to approve the Resolution, read by title only, and seconded by Councilperson Gardner. On roll call vote, the motion passed, 8-0. Resolution No. 4238 passed.*

B. RESOLUTION NO. 4239- A Resolution Authorizing the City of Miles City to Enter Into an Agreement Entitled "State of Montana Agreement" With the State of Montana Historic Preservation Office for Partial Funding of the Historic Preservation Officer Position

** *Councilperson Galbraith moved to approve the Resolution, read by title only and seconded by Councilperson Gardner. On roll call vote, the motion passed, 8-0. Resolution No. 4239 passed*

C. RESOLUTION NO. 4240- A Resolution Authorizing the City of Miles City to Enter Into an Amendment to Task Order With Kadrmas, Lee & Jackson, INC. Related to the Darling Addition Street and Utilities Rehabilitation Project

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

Director Gray explained that phase two of the Darling Addition will be a total reconstruction from curb to curb. It includes water, sewer, storm drains, ADA ramps and road reconstruction on Strevell Street from Stower Street to Main Street. The phase will eliminate the boulevard and recess the curbing back, so there is more parking. Manholes will be replaced and stable material will be added to handle heavier vehicles. The task order amendment is an additional \$394,000 for engineering expenses.

** *On roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4240 passed*

D. RESOLUTION NO. 4241- A Resolution Authorizing the City of Miles City to Enter Into a Short Form of Agreement Between Owner and Engineer for Professional Services With Interstate Engineering, Inc. Related to the Miles City Water Intake Preliminary Engineering Report

** *Councilperson Andrews moved to approve the Resolution, read by title only and seconded by Councilperson Erlenbusch.*

Director Speelmon explained that the Preliminary Engineering Report is to assess the river well intake structure and make recommendations on the repair or replacement of it. The PER will be paid by a \$15,000 grant and a match from the City of \$15,000.

** *On roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4241 passed*

E. RESOLUTION NO. 4242- A Resolution Granting Access to City Property For the Montana Department of Transportation to Conduct Survey Operations

** Councilperson Uden moved to approve the Resolution, read by title only and seconded by Councilperson Andrews. On roll call vote, the motion **passed** by unanimous consent, 8-0. **Resolution No. 4242** passed

F. ORDINANCE NO. 1330- (First Reading) An Ordinance Amending Sections 2-246 and 2-247 of the Code of Ordinances of Miles City, Montana, With Regards to Advertisement and Opening of Bids for Purchase of Equipment

** Councilperson Galbraith moved to approve the Ordinance, read by title only and seconded by Councilperson Huber. On roll call vote, the motion **passed** by unanimous consent, 8-0. **Ordinance No. 1330** passed first reading

G. APPROVAL OF FEBRUARY CLAIMS

** Councilperson Kassner moved to approve the February claims, seconded by Councilperson Galbraith and **passed** unanimously, 8-0.

ADJOURNMENT

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

The meeting was adjourned at 6:47 p.m.



John Hollowell, Mayor



Lorrie Pearce, City Clerk