

## REGULAR COUNCIL MEETING July 09, 2019 6:00 p.m.

### CALL TO ORDER

The Regular Council meeting was held Tuesday, July 09, 2019, in the City Hall Conference Room at City Hall, 17 S. 8<sup>th</sup> Street, Miles City, Montana. Mayor John Hollowell called the meeting to order. Council Members present were Brant Kassner, Wayne Andrews, Ken Gardner, John Uden, Rick Huber, Jeff Erlenbusch, and Susanne Galbraith. Council member Kathy Wilcox was excused.

Also present were City Attorney Dan Rice, Public Utility Director Tom Speelman, Police Chief Doug Colombik, and Deputy City Clerk/Minute Recorder Mary Roberts.

### PLEDGE OF ALLEGIANCE

Mayor Hollowell led the Council in the Pledge of Allegiance.

### APPROVAL OF COUNCIL & COMMITTEE MINUTES

#### City Council Minutes: 6/25/2019

\*\* *Councilperson Uden moved to approve the minutes of the Regular Council Meeting of June 25, 2019, subject to any corrections, and seconded by Councilperson Kassner. The motion passed by unanimous consent, 7-0.*

#### Public Safety Committee Minutes: 6/27/2019

##### Public Safety Committee Meeting June 27, 2019

The Public Safety Committee met Thursday, June 27, 2019, at 6:00 pm in the City Hall Conference Room, 17 S. 8th. Present were Committee Members John Uden, Kathy Wilcox, and Jeff Erlenbusch. Excused was Ken Gardner. Also present was: Human Resources Officer/Recorder Linda Wilkins.

Chairperson Uden called the meeting to order.

#### 1. Request of Citizens

None

#### 2. Committee Member Comments

Chairperson Uden removed #4 New Business Items A and B from the agenda. The ordinance was approved by Council. The parking signs on the west side of the 100 and 200 blocks of South Strevell was requested to be removed from the agenda and reconsidered at a later date following street improvements.

#### 3. Unfinished Business

A. Re-address fireworks issues. Committee Member Erlenbusch will be on the next Fair Board Agenda, the county commissioners want to have the boards input.

B. Review and recommendation of Miles City Police Policy Manual. Human Resources Officer Wilkins explained to the committee that MMIA had reviewed the Police Manual for the City's insurance renew. MMIA requested the manual be made gender neutral and any polices specific to Personnel Policy be removed, these revisions have been made to the manual. Revisions that have been made since the manual was published in 2008 have been inserted. Chief Colombik has a policy for Active Shooter that will be inserted into the manual at a later date. The manual has been reviewed by City Attorney Rice.

*\*\*Committee Member Erlenbusch moved to accept the Police Policy Manual as reviewed and recommends forwarding it to Council for acceptance, seconded by Committee Member Wilcox. On roll call vote the motion passed 3-0.*

#### 4. New Business

A. Review Ordinance No. 1335 an Ordinance amending Chapter 15 of the

- Code of Ordinances of Miles City, MT, with regard to the enforcement of nuisances.  
– Removed from Agenda  
B. Review recommendation of citizen for installing No Parking signs on west side on 100 and 200 blocks of So. Strevell for protection of children accessing Wibaux Park – Removed from agenda

**5. Adjournment**

*\*\*Committee Member Erlenbusch moved to adjourn the meeting, seconded by Committee Member Wilcox and passed unanimously, 3-0.*

The meeting was adjourned at 6:12 p.m.

**\*\*** *Councilperson Gardner moved to approve the minutes of the Public Safety Committee Meeting of June 27, 2019, and seconded by Councilperson Erlenbusch. The motion passed by unanimous consent, 7-0.*

**Finance Committee Minutes: 6/27/2019**

**Finance Committee Meeting**

**June 27, 2019**

The Finance Committee met Thursday, June 27, 2019 at 7:00 p.m. in the City Hall Conference room. Present were Committee Members Susanne Galbraith, Dwayne Andrews, Brant Kassner and Rick Huber.

Also present were: Fire Chief Branden Stevens and Clerk/Recorder Lorrie Pearce.

Chairperson Galbraith called the meeting to order.

**1. Request of Citizens and Public Comment:**

None

**2. Discussion and Recommendation on Fire Contracts**

Chief Stevens explained to the Committee that the fire contracts have not been updated for many years. Firefighter Brad Davis looked up all the properties in the Cadastral that had active contracts. He felt that a 33% increase for 3 years would be best, because if done in one year, it would jump the price up significantly for some properties.

Councilperson Andrews felt that the minimum charge of \$75 a year was very cheap and felt \$150 would be more accurate. After a short discussion, the committee agreed on \$100.

Councilperson Huber asked if the property owners did not have a contract, could the City charge for the response. Chief Stevens explained that if there is no contract, Custer County Volunteer Fire Department would be the main responders. If the County fire department needed their help, then the Cities fire crew would respond to assist. Also, if there was a human caught in the burning property or there was an injury, City crew would respond.

*\*\* Chairperson Andrews moved to recommend to Council to approve the thirty three percent increase for three year, raise the minimum to \$100 and add to the contract- if contract is not renewed Custer County Volunteers will be responsible to respond, Committee Member Kassner seconded the motion. On a Roll Call vote the motion passed, 4-0*

**3. Discussion on Muni Code Purchase for Code of Ordinance Binder**

Clerk Pearce said that she will order one original for the office and could scan the updates to anyone that wanted one.

**4. Review Revenue Budget Versus Actual for Fiscal Year 18/19**

The committee reviewed the report and felt that more grants and other sources of Revenue needed to be explored.

**5. Adjournment**

*\*\*Committee Member Huber moved to adjourn the meeting, seconded by Committee Member Andrews and passed unanimously, 4-0.*

The meeting was adjourned at 8:00 p.m.

\*\* Councilperson Andrews moved to approve the minutes of the Finance Committee Meeting of June 27, 2019, and seconded by Councilperson Galbraith. The motion passed by unanimous consent, 7-0.

**SCHEDULE MEETINGS**

The following meetings will be held in the City Hall Conference Room:  
• Finance Committee Meeting July 18, 2019 @ 6:00pm

**REQUEST OF CITIZENS & PUBLIC COMMENT**

None

**APPOINTMENTS**

None

**PROCLAMATIONS**

None

**STAFF REPORTS**

- Police Chief Colombik informed the Council that he will be presenting statistics every six months instead of every month from now on.
- Public Utilities Director Speelmon wanted to update everyone on the progress of the Darling Addition. He stated that they have had a few hiccups, but are getting caught up after the service breaks and other happenings.

**CITY COUNCIL COMMENTS**

- Councilperson Andrews announced that he will be gone for the next Council meeting.
- Councilperson Erlenbusch had two comments:
  1. The Fair Board planned to have a meeting the following evening regarding fireworks and possibly moving them from Riverside Park to the Fairgrounds.
  2. Councilperson Erlenbusch announced his resignation from the City Council Ward Four seat, effective after the meeting that evening. He thanked everyone and closed by saying that he would like to see younger generations get involved because they know what they want and what they need. He also stated that he did not want his seat to remain empty for long and suggested a candidate to replace him, which will be discussed at a later date.
- Councilperson Uden wished Councilperson Erlenbusch good luck and said that he did not want the Ward Four seat vacant for long. Mayor Hollowell took a straw vote to advertise to fill his seat and council consensus was to post an announcement.
- Councilperson Gardner wanted to wish councilperson Erlenbusch farewell. He also wanted to say thank you and give kudos to the unknown person that mowed the weeds on Wells Street. He appreciates it and said it looked great!

**MAYOR COMMENTS**

Mayor Hollowell wanted to let the council know that at the Directors meeting they went over the budget and found several cuts that could possibly open up \$600,000 in the budget. He will discuss it further with the Finance Committee.

**COMMITTEE RECOMMENDATIONS**

None

**BID OPENINGS**

None  
**BID AWARDS**

None

**PUBLIC HEARINGS**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

- A. RESOLUTION NO. 4260- A resolution Revising City of Miles City Personnel Policies Regarding Recruitment and Selection

\*\* Councilperson Uden moved to approve the Resolution, read by title only and seconded by Councilperson Kassner. On roll call vote, the motion passed by unanimous consent, 7-0.

- B. RESOLUTION NO. 4261- A Resolution Revising City of Miles City Police Department Policy Manual  
(Manual is available to view in the city clerk's office and online)

\*\* Councilperson Gardner moved to approve the Resolution, read by title only and seconded by Councilperson Erlenbusch. On roll call vote, the motion passed by unanimous consent, 7-0.

- C. RESOLUTION NO. 4262- A Resolution Accepting a Public Utilities Easement, and Responsibility for Operations and Maintenance of Sewer Lines and Lift Stations, at Westwood Estates Trailer Park

\*\* Councilperson Erlenbusch moved to approve the Resolution and seconded by Councilperson Kassner.

Councilperson Galbraith asked if they met guidelines for city lines. Public Utility Director Speelmon assured that they do and they made any and all recommended improvements listed in his staff report.

\*\* On roll call vote, the motion passed by unanimous consent, 7-0.

**ADJOURNMENT**

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

The meeting was adjourned at 6:15 p.m.



John Hollowell, Mayor



Mary Roberts, Deputy Clerk