

REGULAR COUNCIL MEETING October 22, 2019 6:00 p.m.

CALL TO ORDER

The Regular Council meeting was held Tuesday, October 22, 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, Ken Gardner, John Uden, Rick Huber, Kathy Wilcox and Austin Lott. Councilperson Susanne Galbraith was not present.

Also present were Police Chief Doug Colombik, Fire Chief Branden Stevens, Fire Battalion Chief Johnny Hoskins, Public Utilities Director Tom Speelmon, City Planner in Training/Historic Preservation/Urban Renewal Officer Ally Capps, Public Works Director Scott Gray, City Code Enforcer/Animal Control/Police Officer Mark Winkley, and Deputy City Clerk/Minute Recorder Mary Rowe.

PLEDGE OF ALLEGIANCE

Mayor Hollowell led the Council in the Pledge of Allegiance.

APPROVAL OF COUNCIL & COMMITTEE MINUTES

City Council Minutes: 10/8/2019

** *Councilperson Gardner moved to approve the minutes of the Regular Council Meeting of October 8, 2019, and seconded by Councilperson Kassner. The motion passed by unanimous consent, 7-0.*

SCHEDULE MEETINGS

None

REQUEST OF CITIZENS & PUBLIC COMMENT

None

APPOINTMENTS

None

PROCLAMATIONS

None

STAFF REPORTS

Officer Winkley presented the council with a Public Nuisance Complaint Form, a Public Nuisance Notice, and an Official Notice of Public Nuisance Violation. (Complaint forms can be found at City Hall, the Police Department, and Dispatch). He then explained the Public Nuisance protocol from beginning to end. It begins with a person filling out the Public Nuisance Complaint Form. Once he has all of the necessary information, he makes contact with the property owner either by calling, knocking on the door, or by mail. When the property owner lives out of the city, which occurs quite often, Mark sends a Public Nuisance Notice through certified mail. Approximately five days after the property owner has received their notice to correct the issue, Mark does a follow-up on the complaint. If the nuisance is not corrected, he will get in contact with Public Works Director, Scott Gray, to hire a contractor to correct the nuisance at the cost of the homeowner. Mark explained that he has followed up with every complaint that he has received regarding public nuisance. It may appear that some of the properties around town are not being handled in a timely manner, but he wanted to clarify that once a public nuisance complaint has hit the court system it is no longer in his hands and he has no control over the length of time the court process takes.

Officer Winkley then answered a few questions about Animal Control. He stated that there is a page on Facebook "Miles City Animal Shelter" that has

additional information, and in the Q&A section, under tools, of the website www.milescitypolice.org

Fire Chief Branden Stevens presented the Council with updates from the Fire Department, which included the following:

- Secretarial position available December 7th, 2019 at the fire department that was previously filled through Experience Works.
- The Tender grant was denied, but they will reapply and are diligently looking into other CDC and USDA grants, with the assistance of City Planner Ally Capps.
- Presented Target Solutions Online Training Program overview
- Four ambulances are in rotation and one for non-emergent calls.
- He went over the Priority Dispatch statistics and explained that there were 100 calls generated with Emergency Medical Dispatch between June 14th and August 31st, 2019. Out of those 100 calls, only 51 calls used the engine.

Fire Battalion Chief Johnny Hoskins was introduced. He started on September 30th. A little background information is that he has nineteen years of fire service in his work history. He has experience as an inspector, investigator, paramedic, and a fire fighter.

Public Works Director Scott Gray gave an update on the Strevell Project. It is moving right along and he is expecting the paving to begin in two weeks!

CITY COUNCIL COMMENTS

None

MAYOR COMMENTS

Mayor Hollowell recognized the City of Miles City in receiving Montana Municipal Interlocal Authority's (MMIA) award for Loss Control Achievement for Second Class Cities in the 18/19 fiscal year in the Workers' Compensation Program. The City of Miles City had the lowest incurred dollars in the Workers' Compensation Program for the past five years, when compared to other second class cities. He revealed the plaque that was presented to City Clerk, Lorrie Pearce, at the MMIA annual Business meeting in Billings, MT on October 4, 2019.

COMMITTEE RECOMMENDATIONS

None

BID OPENINGS

None

BID AWARDS

None

PUBLIC HEARINGS

- A. **Amendment to Conditional Use Permit 2018-2, Condition #4, Clarifying the Intent of the Landscaping Condition**

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

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. **Approval on the Amended Condition Use Permit 2018-2 Condition #4, and adopt the Staff Report as Finding of Facts**

** *Councilperson Gardner moved to approve the amendment and seconded by*

Kassner. On a roll call vote, the motion passed, 7-0.

B. RESOLUTION NO. 4292- A Resolution Approving a Client Agreement With Target Solutions Learning LLC For Fire Department Computer Software

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

Mayor Hollowell stated that the signature page needs to be adjusted to reflect the correct authoritative signature per the resolution.

Councilperson Uden asked for a brief overview and inquired about any extra fees that may be incurred and additional security costs.

Councilperson Lott asked if the software contained extra training above the minimum requirement for certification.

Fire Chief Branden Stevens explained that Target Solutions is an online training platform for the required firefighter re-certifications. It would eliminate the cost of having to bring in an instructor. It would also cut down on overtime, as the firefighters could do their certifications on duty. All training is logged so the firefighters could do it in multiple sessions. There are a lot of additional trainings included with the software that are not required, but available at no additional cost. The software will run on the already secure server that is currently being utilized so there is no additional cost for security. He also stated that the cost of the software displayed is the total cost of the software with no other hidden fees. He did explain that there is an annual 3% increase in cost which is minimal.

****** *On roll call vote, the motion passed, 7-0.*

C. RESOLUTION NO. 4293-A Resolution Revising City of Miles City Personnel Policy Regarding Travel

****** *Mayor Hollowell pulled Resolution 4293 from the agenda.*

D. Approval on Deputy Attorney Job Description

****** *Councilperson Uden moved to approve the Job Description and seconded by Councilperson Wilcox.*

Mayor Hollowell informed the Council that this job description had recently been written by City Attorney Dan Rice, and he believes that it was brought in front of the Human Resources Committee to be approved.

Councilperson Wilcox confirmed that the job description was brought to, written, and approved by Human Resources in conjunction with the City Attorney.

****** *On a roll call vote, the motion passed, 7-0.*

E. Approval on Archivist Job Description

****** *Councilperson Lott moved to approve the Job Description and seconded by Councilperson Kassner.*

Councilperson Lott informed the Council that this too came out of Human Resources and passed by unanimous consent.

****** *On a roll call vote, the motion passed, 7-0.*

ADJOURNMENT

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

The meeting was adjourned at 7:10p.m.


John Hollowell, Mayor


Mary Rowe, Deputy City Clerk