

**REGULAR COUNCIL MEETING January 14, 2020  
6:00 p.m.**

**CALL TO ORDER**

The Regular Council meeting was held Tuesday, January 14, 2020, 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, Dwayne Andrews, Ken Gardner, John Uden, Austin Lott, and Curtis Reese. Councilpersons Kathy Wilcox and Rick Huber were excused.

Also present were City Attorney Dan Rice, Public Works Director Scott Gray, Public Utilities Director Tom Speelmon, Detective Dan Baker, Dispatch Supervisor Lyne Anderson, Planner/HP/TIFD Officer Ally Capps, Fire Chief Branden Stevens, 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**

**Special Council Minutes: 12/10/2019**

\*\* *Councilperson Uden moved to approve the minutes of the Special Council Meeting of December 10, 2019, subject to any changes, and seconded by Councilperson Kassner. The motion passed by unanimous consent, 6-0.*

**Regular Council Minutes: 12/10/2019**

\*\* *Councilperson Gardner moved to approve the minutes of the Regular Council Meeting of December 10, 2019, and seconded by Councilperson Kassner. The motion passed by unanimous consent, 6-0.*

**Public Safety Minutes: 12/17/2019**

**Public Safety Committee Meeting  
December 17, 2019**

The Public Safety Committee met Tuesday, December 17, 2019, at 6:00 pm in the City Hall Conference Room, 17 S. 8<sup>th</sup>. Present were Committee Members John Uden, Kathy Wilcox, Ken Gardner and Austin Lott. Also present were: Police Lt. Dan Baker and Human Resources Officer/Recorder Linda Wilkins.

Chairperson Uden called the meeting to order.

**1. Request of Citizens**

None

**2. Committee Member Comments**

None

**3. Unfinished Business**

A. Address, from referral of November 19 meeting, the need for the City to provide funding of cell phones for 6 command staff of the Police Dept. and to advise Council as to our recommendation

Committee Chairperson Uden asked Lt. Baker to address the committee on the cost findings of providing 6 phones for command staff of the Police Dept.

Lt. Baker provided 2 options to the committee:

1. AT&T and 1<sup>st</sup> Net - 1<sup>st</sup> Net works in conjunction with AT&T. All smartphones are \$500/each. All calls made through this network are moved up to first in the que.

2. Verizon – The plan provided was simple, basic and easy to understand. Basic flip phones or smart phones are free. There is an additional charge of \$0.99 per phone for a ruggedized version of the smart phone. Data plans: flip phone

\$22.99 per month/phone unlimited talk and text, smart phone \$39.99 per month/phone unlimited talk, text and data. Phones would be provided to the Chief, Captain, Lieutenant/Detective and 3 Sergeants. Lt. Baker suggested going with the Verizon plan.

There was discussion on the benefits of having smart phones for officers. Committee Member Gardner emphasized the current situation with the City's budget and that there was a need to watch spending. Committee Member Wilcox commented that emergency services should be given priority when making decisions on what the Council should fund. Chairperson Uden expressed that keeping up with current technology is an important part of law enforcement. Committee Member Lott asked if Lt. Baker knew what the cost of replacing a cell phone would be should it have to be sent off for evidence in a case. Lt. Baker did not know but would find out.

*\*\*Committee Member Wilcox moved to recommend to Council the purchase of 6 ruggedized versions of the smart phone through Verizon at a cost of \$1,476 for six months beginning in January 2020, seconded by Committee Member Lott. The motion passed by unanimous consent 4-0.*

**4. New Business**

None

**5. Adjournment**

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

The meeting was adjourned at 6:27 p.m.

*\*\* Councilperson Uden moved to approve the minutes of the Public Safety Meeting of December 17, 2019, subject to any changes, and seconded by Councilperson Gardner. The motion **passed** by unanimous consent, 6-0.*

**Finance Committee Minutes: 12/19/2019**

**Finance Committee Meeting  
December 19, 2019**

The Finance Committee met Thursday, December 19, 2019 at 6:00 p.m. in the City Hall Conference room. Present were Committee Members Susanne Galbraith, Brant Kassner and Rick Huber. Committee Member Dwayne Andrews was excused.

Also present were: Public Works Director Scott Gray, and City Clerk/Recorder Lorrie Pearce.

Committee Member Galbraith called the meeting to order.

**1. Request of Citizens and Public Comment:** None

**2. Discussion and Recommendation on Resolution No. 4299- A Resolution Approving a Network Device Monitoring & Helpdesk Support Agreement with D.I.S. Technologies**

*\*\* Committee Member Kassner moved to recommend to Council to approve the Resolution, Committee Member Galbraith seconded the motion.*

Clerk Pearce explained that the contract is for five years. The City has been working with DIS for many years now. The contract cost went up \$2.00 for each of the 15 PC's that are maintained. She contacted two other IT companies and neither of them felt that they could compete with DIS, since there is a technician located in Miles City.

*\*\* On a Roll Call vote the motion **passed, 3-0***

**3. Discussion and Recommendation on Printing Bids**

Clerk Pearce explained the difference in the bids that were received from Star Printing and Boss Printing. She said that Boss's bids were lower on about ninety seven percent of the items and recommended Boss Printing.

*\*\* Committee Member Huber moved to recommend to Council to approve the Boss bid that was received, Committee Member Galbraith seconded the motion. On a Roll Call vote the motion **passed, 3-0***

**4. Discussion and Recommendation on Street Sweeper Bids**

Director Gray explained the two bids that the City received:

- Titan Machinery for an amount of \$182,102, with a \$10,000 trade in. This bid is a six-wheel sweeper and that is what the City is looking for. It is a demo unit, which saves the City \$16,000 compared to a brand-new unit. Also, with a six-wheel sweeper the parts are more available, more affordable and has a lower profile which prevent the unit from hitting tree limbs, etc.
  - Swanton Equipment for an amount of \$224,811 with a \$10,000 trade in. This bid is for a three-wheel sweeper and felt that it was not what the City is looking for.
- \*\* Committee Member Galbraith moved to recommend to Council to accept Titan Machinery bid for the six-wheel sweeper, Committee Member Kassner seconded the motion. On a Roll Call vote the motion **passed, 3-0***

**5. Discussion and Recommendation on Ambulance Write Off for a Total of \$301.81**

Clerk Perce explained that there are two accounts which totaled \$301.81. Both of the patients are deceased with no estate. She added that Solestone and finance did everything possible to collect the money, and felt that there were no other options available.

- \*\* Committee Member Galbraith moved to recommend to Council to write off \$301.81 for the Ambulance, Committee Member Kassner seconded the motion. On a Roll Call vote the motion **passed, 3-0***

**6. Adjournment**

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

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

- \*\* Councilperson Kassner moved to approve the minutes of the Finance Committee Meeting of December 19, 2019, and seconded by Councilperson Gardner. The motion **passed** by unanimous consent, 6-0.*

**SCHEDULE MEETINGS**

None

**REQUEST OF CITIZENS & PUBLIC COMMENT**

None

**APPOINTMENTS**

**Standing Committees:**

**Finance** Committee – Curtis Reese, John Uden, Brant Kassner and Austin Lott

**Public Safety** Committee- Ken Gardner, John Uden, Kathy Wilcox and Dwayne Andrews Austin Lott

**Public Services** Committee- Ken Gardner, Rick Huber, Kathy Wilcox and Dwayne Andrews

**Human Resources** Committee- Curtis Reese, Rick Huber, Kathy Wilcox and Austin Lott Dwayne Andrews

**Flood Committee**- Ken Gardner, John Uden, Brant Kassner and Austin Lott

- \*\* Councilperson Lott moved to approve the appointments as presented by the Mayor, and seconded by Councilperson Uden.*

- \*\* Councilperson Andrews moved to amend the main motion and remove Austin Lott from the Human Resource Committee and add himself to the Committee. Also, to remove himself from the Public Safety*

Committee and add Austin Lott to the Committee, seconded by Councilperson Kassner. The motion unanimously **passed** 6-0

**Non-Standing Committees:**

Health Board – Kathy Wilcox

Planning Board – Brant Kassner

Historic Preservation –Dwayne Andrews

\*\* Councilperson Andrews moved to nominate himself for the Historic Preservation Board, and seconded by Austin Lott.

Urban Renewal District Board – Curtis Reese

Solid Waste Board – Austin Lott

MCAEDC/SEMDC Boards – Rick Huber

Airport Commission – Ken Gardner

Local 600- Labor Management Committee – Curtis Reese and Dwayne Andrews

\*\* Councilperson Kassner moved to approve the non-standing committees as read by the Mayor, and seconded by Councilperson Gardner. The motion unanimously **passed** 6-0

**PROCLAMATIONS**

None

**STAFF REPORTS**

**Branden Stevens-** Reported the following:

- Received the cascade trailer
- Firefighter toy dance raised \$11,600
- Community EMT class will start February 4<sup>th</sup> and end May 2<sup>nd</sup>
- Debra Wilhelm donated \$750 to fund one student for the EMT class
- Asked Council to approve the public safety building architectural report. It will give him and others the ability to start searching for grants, donations and other finance options for the building. It will also allow the committee to build a presentation for the community.

**CITY COUNCIL COMMENTS**

**John Uden-** Had talked to several citizens on the new Public Safety building and about 80% of them are asking for other options. Councilperson Andrews reminded him that there are other options in the preliminary report.

**MAYOR COMMENTS**

The Mayor addressed previous Mayor Joe Whalen's letter to the editor. He said the City can accept donations with Council approval. He released the name (Beth Wiedeman) of the donor that had donated the \$2,194 for police software. Mrs. Wiedeman was checked out and found to be a prominent citizen. Also, the Chief of Police felt that having Police Officer Coy Sheets present the software to Council was best, because Officer Sheets was the most qualified on the issue. Officer Sheets did not feel that the Council had attacked him the night of the presentation.

He received a commendation letter for Officer Myles Connelly. The recognition is for the way Officer Connelly helped handle a situation where the EMS was called. The landowner was very aggressive in trying to get information as to why he was not notified of the situation. Officer Connelly stepped in and handled the landowner in a very professional way, which provided space for the EMS to complete their job.

**COMMITTEE RECOMMENDATIONS**

**Public Safety Committee-** Beginning January 2020, purchase six ruggedized versions of the smart phone for police officers through Verizon for an amount of \$1,476

\*\* Councilperson Uden moved to approve the purchase of six ruggedized versions of the smart phone for police officers through Verizon for an amount of \$1,476, seconded by Councilperson Lott.

The consensus of the Council was that by buying the smart phones, the officers could download pictures, etc. to a computer which would help with court cases. It also takes the pressure off of worrying about their personal phones being confiscated if the information was on it.

\*\* The motion unanimously **passed** 6-0

**BID OPENINGS**

None

**BID AWARDS**

Broom Sweeper- Finance Committee recommends to approve Titan Machinery's bid for a total of \$182,012 with \$10,000 trade In

\*\* *Councilperson Lott moved to approve Titan Machinery's bid and seconded by Councilperson Andrews. The motion **passed** unanimously 6-0.*

Printing Contract- Finance Committee recommends to approve Boss Printing's bid for printing various items

\*\* *Councilperson Uden moved to approve Boss Printing's bid, and seconded by Councilperson Andrews. The motion **passed** unanimously, 6-0.*

**PUBLIC HEARINGS**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS****A. Election of Council President**

\*\* *Councilperson Andrews moved to approve Kathy Wilcox as Council President, and seconded by Councilperson Kassner.*

\*\* *After a long discussion, Councilperson Uden moved to cease the nomination, seconded by Councilperson Kassner. The motion **passed** 6-0*

\*\* *The main motion **passed** by unanimous consent, 6-0.*

**B. Approval on Public Safety Building Preliminary Architectural Report as Presented**

\*\* *Councilperson Andrews moved to approve the Public Safety Building Preliminary Architectural Report, and seconded by Councilperson Lott.*

Mayor Hollowell explained to Council that by approving the report it will give the Ad Hoc Committee permission to move ahead and work on a presentation for the community.

There was some discussion on buying the lot next to the current fire department, getting an appraisal, relocating employees and other options in the report. It was decided that all this information should be discussed in other phases of the plan.

*\*\* On roll call vote, the motion passed, 5-1 with Councilperson Gardner voting no*

**C. RESOLUTION NO. 4299- A Resolution Approving a Network Device Monitoring & Helpdesk Support Agreement With D.I.S. Technologies**

*\*\* 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, 6-0 Resolution No. 4299 passed.*

**D. RESOLUTION NO. 4300- A Resolution Establishing Wages and Salaries for City Employees for Fiscal Year 2019-2020**

*\*\* Councilperson Lott moved to approve the Resolution, read by title only and seconded by Councilperson Gardner. On roll call vote, the motion passed by unanimous consent, 6-0 Resolution No. 4300 passed.*

**E. RESOLUTION NO. 4301- A Resolution Approving a Prosecution Services Agreement With John T. Hrubes, Attorney, for Interim Prosecution Services**

*\*\* Councilperson Uden moved to approve the Resolution, read by title only and seconded by Councilperson Gardner.*

Attorney Rice explained that the current prosecutor had resigned and there are several court cases coming up and the City needs someone to represent the City. The position will be needed anywhere from one to three and a half months and the contract rate will stay the same. Since there is a two week lapse between the two positions there will be an additional cost of approximately \$1,500 to the budget for wages.

*\* On roll call vote, the motion passed by unanimous consent, 6-0 Resolution No. 4301 passed.*

**F. ORDINANCE NO. 1336- (First Reading) An Ordinance Revising the Penalty Section for Buildings and Building Regulations Violations**

*\*\* Councilperson Kassner moved to approve the Ordinance, read by title only, and seconded by Councilperson Lott.*

Mayor Hollowell and Attorney Rice explained that the ordinance will make the penalties for a violation effect the entire chapter, instead of a specific section. Any violation will hold some sort of penalty.

*\* On roll call vote, the motion passed 6-0. The Ordinance was referred to Public Safety Committee for review.*

**G. Approve writing off \$301.81 on Ambulance Account**

*\*\* Councilperson Andrews moved to approve the ambulance write offs, and seconded by Councilperson Gardner. The motion passed unanimously, 6-0.*

**H. Approval of Anonymous Donation of \$2,194 for Purchase of Police Software**

\*\* Councilperson Uden moved to approve Beth Weidman's donation of \$2,194 to purchase the Police software, and seconded by Councilperson Andrews. The motion **passed** unanimously, 6-0.

**I. Approval of December Claims**

\*\* Councilperson Kassner moved to approve the December claims, and seconded by Councilperson Andrews. The motion **passed** unanimously, 6-0.

**ADJOURNMENT**

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

The meeting was adjourned at 7:40 p.m.

  
John Hollowell, Mayor

  
Lorrie Pearce, City Clerk