



CITY OF MILES CITY AGENDA

*Regular Council Meeting
City Council Chambers*

*March 24, 2020
6:00 p.m.*

CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL

1. APPROVAL OF COUNCIL MINUTES/COMMITTEE MINUTES
 - A. Regular City Council Meeting 03/10/2020
2. SCHEDULE MEETINGS
3. REQUEST OF CITIZENS & PUBLIC COMMENT
4. APPOINTMENTS
5. PROCLAMATIONS

April 7, 2020 as National Service Recognition Day
6. STAFF REPORTS
7. CITY COUNCIL COMMENTS
8. MAYOR COMMENTS
9. COMMITTEE RECOMMENDATIONS
10. BID OPENINGS
11. BID AWARDS
12. PUBLIC HEARINGS
13. UNFINISHED BUSINESS
14. NEW BUSINESS
15. ADJOURNMENT

Public comment on any public matter that is not on the agenda of this meeting can be presented under Request of Citizens, provided it is within the jurisdiction of the City to address. Public comment will be entered into the minutes of this meeting. The City Council cannot take any action on a matter unless notice of the matter has been made on an agenda and an opportunity for public comment has been allowed on the matter. Public matter does not include contested cases and other adjudicative proceedings

REGULAR COUNCIL MEETING March 10, 2020
6:00 p.m.

CALL TO ORDER

The Regular Council meeting was held Tuesday, March 10, 2020, 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, John Uden, Rick Huber, Austin Lott, Kathy Wilcox and Curtis Reese. Councilperson Dwayne Andrews and Ken Gardner was excused.

Also present were City Attorney Dan Rice, Public Utilities Director Tom Speelmon, Police Chief Doug Colombik, Fire Chief Branden Stevens, Planner In Training Ally Capps, 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: 02/25/2020

- ** *Councilperson Uden moved to approve the minutes of the Regular Council Meeting of February 25, 2020, subject to any changes, and seconded by Councilperson Kassner. The motion **passed** by unanimous consent, 6-0.*

Finance Committee Minutes: 02/27/2020

- ** *Councilperson Kassner moved to approve the minutes of the Finance Committee Meeting of February 27, 2020, and seconded by Councilperson Reese. The motion **passed** by unanimous consent, 6-0.*

Human Resource Minutes: 02/20/2020

- ** *Councilperson Wilcox moved to approve the minutes of the Human Resource Committee Meeting of February 20, 2020, and seconded by Councilperson Lott. The motion **passed** by unanimous consent, 6-0.*

Public Service Committee Minutes: 03/03/2020

- ** *Councilperson Wilcox moved to approve the minutes of the Public Service Committee Meeting of March 3, 2020, and seconded by Councilperson Huber. The motion **passed** by unanimous consent, 6-0.*

SCHEDULE MEETINGS

The following meetings will be held in the City Hall Conference Room:

Human Resource

March 19th @ 5:30pm

REQUEST OF CITIZENS & PUBLIC COMMENT

Discussion and approval on letter of support for Holy Rosary Healthcare Clinic

Mayor Hollowell explained that the request is to support HRHC get physicians into Miles City quicker.

*** Councilperson Uden moved to support the letter as presented, seconded by Councilperson Kassner. The motion passed unanimously, 6-0*

APPOINTMENTS

None

PROCLAMATIONS

None

STAFF REPORTS

Ally Capps- Discussion and approval on letters of support for Homeland Security grants

Planner Capps asked Council to sign three letters of support for grants from the Local Emergency Planning Committee, and there are no matches for any of them. She explained what the three grants would be for:

- Police Department to update its Internal Drive and purchase body and vehicle camera \$48,240
- Public Safety Departments to purchase 59 hand held and 20 mobile radios which would be shared between the City and Custer County
- Scene lighting and generator \$45,000

*** Councilperson Wilcox moved to approve the letters, seconded by Councilperson Lott. The motion passed 6-0*

CITY COUNCIL COMMENTS

Kathy Wilcox announced that she will be gone from April 13th to May 2nd.

*** Councilperson Lott moved to approve the absence, seconded by Councilperson Kassner. The motion passed 6-0*

She also asked if the City will be able to use Skype for Council Meetings if the

Corona virus forces City Council to meet video technology? The answer was yes.

The Corona virus sparked a conversation asking if the City is prepared. Chief Stevens said that his department has stocked up in the necessary supplies and Chief Colombik said that he has purchased supplies and if his department needs to purchase more he will bring it to the Public Safety Committee for discussion.

MAYOR COMMENTS

He explained that the Union will be presenting to the Public Safety Committee, recommendations from the International Code Council on how to handle the Corona epidemic. Also, Retired Seniors Volunteer Program received a \$86,000 grant.

COMMITTEE RECOMMENDATIONS

Approval on ambulance write off amount and adjusted amount sent to collections

*** Councilperson Lott moved to approve the adjustments, seconded by Councilperson Kassner. The motion passed unanimously 6-0*

BID OPENINGS

None

BID AWARDS

None

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

A. Approval on proceeding with the \$750,000 EDA grant for the flood project. City to provide 20 percent match (\$150,000) in Fiscal Year 2021

*** Councilperson Wilcox moved to proceed with the grant, and seconded by Councilperson Lott.*

Planner Capps explained that she and Floodplain Administer Samantha Malenovsky contacted the Economic Development Administrative, and the City can prepare a design grant for the slough. They will not issue the grant at one hundred percent, because they felt the City did not have a devastation situation. They also felt that the City has to make some sort of commitment to the project and would not go any lower than the twenty percent match. She is waiting to hear back from Kadrmass, Lee and Jackson for the cost of the project. With that information the City will know exactly what the match would be. Planner Capps added that the money for this grant goes fast, and the decision whether the City will support the grant or not needs to be decided very soon.

*** Councilperson Uden moved to refer the request to the Finance Committee for review, seconded by Councilperson Wilcox. On roll call vote, the motion passed 6-0.*

NEW BUSINESS

A. RESOLUTION NO. 4311- A Resolution Authorizing the City of Miles City to Enter Into an Agreement entitled “Interlocal Agreement for Montana Firefighters Testing Consortium” With Certain Cities and Fire Districts in the State of Montana

*** Councilperson Lott moved to approve the Resolution, read by title only and seconded by Councilperson Wilcox.*

Chief Stevens explained that Lockwood Fire District decided to join the consortium and that was the only change to the agreement. Councilperson Huber asked the Chief if he felt that joining the consortium was beneficial to the City. Chief Stevens said it cost \$1,800 to be a member and thought it was worth the cost.

*** On roll call vote, the motion passed, 6-0. Resolution No. 4311 passed.*

B. RESOLUTION NO. 4312- A Resolution of Intent to Extend the Duration of Tourism Business Improvement District No. 101 for an Additional 10 Year Term, Pursuant to Title 7, Chapter 12, Part 11, Montana Code Annotated

*** Councilperson Wilcox moved to approve the Resolution, read by title only and seconded by Councilperson Huber. On roll call vote, the motion passed by unanimous consent, 6-0. Resolution No. 4312 passed.*

C. RESOLUTION NO. 4313- 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 Kassner moved to approve the Resolution, read by title only, and seconded by Councilperson Wilcox. On roll call vote, the motion passed by unanimous consent, 6-0. Resolution No. 4313 passed.*

D. RESOLUTION NO. 4314- A Resolution Revising City of Miles City Personnel Policies Regarding Recruitment and Selection

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

Councilperson Wilcox said there were two proposed changes:

1. Page 4, changed the application retention from two years to three years
2. Page 6, Section C was new and it keeps the City up to date with regulatory requirements on fingerprinting

****** *On roll call vote, the motion passed by unanimous consent, 6-0.*
Resolution No. 4314 passed.

E. RESOLUTION NO. 4315- A Resolution Establishing City of Miles City Personnel Policies Regarding Employee Identification Cards

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

There was a discussion on how the names should be listed on the identification card and who will be granted one.

****** *After a long discussion, Councilperson Lott moved to amend the fifth paragraph in the Resolution by striking may and replace with shall and strike middle initial and the word initial after last name.*

****** *The main motion passed by roll call vote 6-0*

****** *The amended motion passed, 6-0.* **Resolution No. 4315 passed.**

F. RESOLUTION NO. 4316- A Resolution Authorizing the City of Miles City to Execute a Letter of Intent to Purchase “Square-9” Software From DIS Technologies

****** *Councilperson Wilcox moved to approve the Resolution, read by title only, and seconded by Councilperson Kassner. On roll call vote, the motion passed, 6-0.* **Resolution No. 4316 passed.**

G. Approve letter asking for financial help to send Deputy Clerk to the Montana Institute of Municipal Clerks Training

****** *Councilperson Lott moved to approve the letter asking for financial help and seconded by Councilperson Kassner. The motion passed by unanimous consent, 6-0.*

H. Approval on Records Destruction of Document

** *Councilperson Kassner moved to approve the destruction on record documents, seconded by Councilperson Lott. The motion **passed** by unanimous consent, 6-0.*

I. Approval of February Claims

** *Councilperson Lott moved to approve the February claims, and seconded by Councilperson Kassner. The motion **passed** by unanimous consent, 6-0.*

ADJOURNMENT

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

The meeting was adjourned at 7:03p.m.

John Hollowell, Mayor

Lorrie Pearce, City Clerk

NATIONAL SERVICE RECOGNITION DAY
PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's elected leaders are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, Senior Corps participants address the most pressing challenges facing our communities; they educate students for 21st century jobs, fight the opioid epidemic, respond to natural disasters, and support veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, Senior Corps participants serve in more than 45,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, and local leaders across the country for National Service Recognition Day on April 7, 2020.

THEREFORE, BE IT RESOLVED that I, *John Hollowell, Mayor of Miles City*, do hereby proclaim April 7, 2020, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.