

PROCEEDING OF CITY COUNCIL
MILES CITY, MONTANA

**REGULAR COUNCIL MEETING April 13, 2021
6:00 p.m.**

CALL TO ORDER

The Regular Council meeting was held Tuesday, April 13, 2021, in the City Hall Conference Room at City Hall, 17 S. 8th Street, Miles City, Montana and online via zoom.us. Mayor John Hollowell called the meeting to order. Council Members present were Brant Kassner, Dwayne Andrews, Ken Gardner, Elizabeth Patten, Rick Huber, Austin Lott, Kathy Wilcox and Stacy Broell.

Also present were City Attorney Dan Rice, Public Works Director Scott Gray, Police Chief Doug Colombik, Planner in Training Ally Capps, Public Utilities Director Tom Speelmon, Human Resources Officer Linda Wilkins, Deputy City Clerk Jody Kinsey, and 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: 3/23/2021

** *Councilperson Wilcox moved to approve the minutes of the Regular Council Meeting of March 23, 2021, subject to any changes, and seconded by Councilperson Gardner. The motion **passed** by unanimous consent, 8-0.*

SCHEDULE MEETINGS

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

Human Resources Committee Meeting	April 15, 2021 @ 4:00pm
Public Safety Committee Meeting	April 22, 2021 @ 6:00pm
Flood Control Committee Meeting	April 15, 2021 @ 6:00pm

REQUEST OF CITIZENS & PUBLIC COMMENT

None

APPOINTMENTS

None

PROCLAMATIONS

None

STAFF REPORTS

Officer Wilkins explained employee Health Savings Account (HSA)/Flex Spending Account (FSA) information to Council. It would be covered by Allegiance, same as our current health coverage. Montana Municipal Interlocal Authority agreed that this option has an array of benefits. The cost would be \$7.50 per person per month for an employee to utilize the FSA. The FSA would grant the ability for employees to set aside pre-tax dollars for a specific purpose such as daycare cost. She stated that there is no increase in health insurance this coming year. The HSA would be beneficial for employees to plan ahead. The City would contribute the difference up to the Madison Plan cost, if an employee chose a lesser plan, to an HSA. There are approximately eighty employees insured now.

CITY COUNCIL COMMENTS

Council President Lott announced that he is resigning from his seat as Ward IV Councilperson effective Friday, April 16, 2021 as he is moving out of his ward.

Councilperson Huber gave recognition to Public Works crew for their timely service response.

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MAYOR COMMENTS

Reminded Council Members to follow proper protocol when addressing public matters and/or City Directors.

COMMITTEE RECOMMENDATIONS

None

BID OPENINGS

None

BID AWARDS

None

PUBLIC HEARINGS

- A. **ORDINANCE NO. 1345 (Second Reading) - AN ORDINANCE AMENDING SECTIONS 4-71, 4-72, and 4-75 OF THE CODE OF ORDINANCES OF MILES CITY, MONTANA, WITH REGARDS TO ANIMALS REDEMPTION BY OWNER; FEE, RELEASE TO PERSON OTHER THAN OWNER AND DISPOSITION OF UNCLAIMED ANIMALS.**

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

UNFINISHED BUSINESS

- A. **ORDINANCE NO. 1345 (Second Reading) - AN ORDINANCE AMENDING SECTIONS 4-71, 4-72, and 4-75 OF THE CODE OF ORDINANCES OF MILES CITY, MONTANA, WITH REGARDS TO ANIMALS REDEMPTION BY OWNER; FEE, RELEASE TO PERSON OTHER THAN OWNER AND DISPOSITION OF UNCLAIMED ANIMALS.**

** *Councilperson Andrews moved to approve the Ordinance, read by title only and seconded by Councilperson Broell. On roll call vote, the motion passed by unanimous consent, 8-0. Ordinance No. 1345 passed.*

NEW BUSINESS

- A. **RESOLUTION NO. 4396 - A RESOLUTION AUTHORIZING THE CITY OF MILES CITY TO ENTER INTO AN AGREEMENT WITH THE MONTANA DEPARTMENT OF TRANSPORTATION FOR STREET SWEEPING FOR FISCAL YEAR 2021-2022**

** *Councilperson Andrews moved to approve the Resolution, read by title only and seconded by Councilperson Kassner. On roll call vote, the motion passed by unanimous consent, 8-0. Resolution No. 4396 passed.*

- B. **RESOLUTION NO. 4397 - A RESOLUTION APPROVING AN AGREEMENT WITH “BILLING DOCUMENT SPECIALISTS” FOR WATER AND SEWER BILLING SERVICES.**

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

Director Speelmon explained that there would not be loss of in-house duties, but there would be a lot of additional services for not only the water department, but also for the customers. He explained that card stock cost is rising so much he was quoted an increase of approximately one hundred and sixty dollars, in shipping alone, over the span of one week. Due to the

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increase, it was decided to go with full page paper bills instead. He pointed out that it would lower not only the card stock costs, but also postage costs by including multiple accounts into a single mailing. Billing Document Specialists (BDS) is compatible with our current Black Mountain software and will automatically import credit card payments into the system instead of hand inputting. All of the additional services, like online account payments, telephone reminders, credit card payments, and email billing will increase costs about fifty dollars a month.

** On roll call vote, the motion passed by unanimous consent, 8-0.
Resolution No. 4397 passed.

C. **RESOLUTION NO. 4398 - A RESOLUTION APPROVING A
"STANDARD FORM OF AGREEMENT BETWEEN OWNER AND
CONSTRUCTION MANAGER AS CONSTRUCTOR" WITH HARDY
CONSTRUCTION FOR RENOVATION TO THE POLICE
DEPARTMENT BUILDING.**

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

Councilperson Patten gave a brief overview of why Hardy Construction was chosen for the Police Department renovation. There is a meeting on Friday morning that will determine the official start date of demolition.

** On roll call vote, the motion passed by unanimous consent, 8-0.
Resolution No. 4398 passed.

D. **ORDINANCE NO. 1346 (First Reading) - AN ORDINANCE REVISING
CITY CODE SECTIONS 7-57 THROUGH 7-62 PERTAINING TO THE
CITY OF MILES CITY URBAN RENEWAL DISTRICT BOARD OF
COMMISSIONERS AND PROVIDING FOR AN EFFECTIVE DATE
THEREOF**

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

Planner in Training Capps explained that the 2016 Resolution to update bylaws for Urban Renewal Agency (URA) did not match the 2015 Ordinance, which also did not match MCA. More specifically, the terms of office did not match, and the reports due to state were different from reports due to Council. She requested that there be only one reporting date.

Attorney Rice added that the current Ordinance states that a City official cannot be on the URA board.

** On roll call vote, the motion passed by unanimous consent, 8-0.
Ordinance No. 1346 passed.

Mayor Hollowell referred Ordinance 1346 to the Public Service Committee for review.

E. **APPROVAL OF MARCH CLAIMS**

** Councilperson Lott moved to approve March claims, seconded by Councilperson Kassner and passed unanimously, 8-0.

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ADJOURNMENT

** *Councilperson Lott moved to adjourn the meeting, seconded by Councilperson Gardner and passed unanimously, 8-0.*

The meeting was adjourned at 6:35p.m.



John Hollowell, Mayor



Mary Rowe, City Clerk