



CITY OF MILES CITY AGENDA

*Regular Council Meeting
City Council Chambers and
On Zoom.us*

*January 24, 2023
6:00 p.m.*

CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL

1. APPROVAL OF COUNCIL MINUTES/COMMITTEE MINUTES

- | | |
|------------------------------------|------------|
| A. Regular City Council Meeting | 01/10/2023 |
| B. Public Safety Committee Meeting | 01/17/2023 |
| C. Finance Committee Meeting | 01/17/2023 |

2. SCHEDULE MEETINGS

3. REQUEST OF CITIZENS & PUBLIC COMMENT

4. STAFF REPORTS

5. CITY COUNCIL COMMENTS

6. MAYOR COMMENTS

7. COMMITTEE RECOMMENDATIONS

Finance Committee Recommend the following:

1. Take over reservations and power bill for the picnic shelter at Spotted Eagle under direction of the Public Works Director.
2. Recommend allocating \$18,000 towards Coal Board grant match funds for new Police vehicles.

8. BID OPENINGS

- Printing Contract

9. UNFINISHED BUSINESS

- A. **RESOLUTION NO. 4493 - A RESOLUTION APPROVING THE RECEIPT OF REAL PROPERTY TO BE DONATED TO THE CITY, DESCRIBED AS LOT 25, BLOCK 40, MILWAUKEE PARK ADDITION.**

10. 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

Minutes

**REGULAR COUNCIL MEETING January 10, 2023
6:00 p.m.**

CALL TO ORDER

The Regular Council meeting was held Tuesday, January 10, 2023, in the City Hall Conference Room at City Hall, 17 S. 8th Street, Miles City, Montana and via Zoom.us. Mayor John Hollowell called the meeting to order. Council Members present were Ken Gardner, Rick Huber, Chris Grenz, Mathew Regan, Kathy Wilcox, and Roxanna Brush. Council Member Dwayne Andrews was not present.

Also present were Public Works Director Scott Gray, Fire Chief Branden Stevens, Police Captain Dan Baker, Public Utilities Director Tom Spielmon, and City Clerk/Minute Recorder Mary Rowe.

PLEDGE OF ALLEGIANCE

Mayor Hollowell led the Council in the Pledge of Allegiance.

ELECT CITY COUNCIL CHAIRPERSON

** *Councilperson Wilcox nominated Councilperson Brush, seconded by Councilperson Grenz.*

Nominations were closed.

** *The nomination and election passed unanimously, 6-0.*

APPROVAL OF COUNCIL & COMMITTEE MINUTES

City Council Minutes: 12/13/2022

** *Councilperson Grenz moved to approve the minutes of the Regular Council Meeting of December 13, 2022, subject to any changes, and seconded by Councilperson Regan. The motion passed by unanimous consent, 6-0.*

SCHEDULE MEETINGS

The following meetings will be held in the City Hall Conference Room:
Human Resources Committee 01/19/2023 @5:00pm

REQUEST OF CITIZENS & PUBLIC COMMENT

Tyler Trogden, 411 N. Stacy, requested that the City of Miles City take over the picnic shelter reservations, maintenance, and power bill at Spotted Eagle from Walleyes Unlimited. He explained that the power had only been on for two weeks but should be very minimal because the lights are all on timers and have motion sensors. He also noted that there is a three-sided sign that Walleyes Unlimited are putting up and one side is set up for reservations.

Director Gray agreed that the electricity would be minimal and stated that Spotted Eagle is currently on the weekly maintenance schedule, so they are there anyways. It would not be an additional staffing cost.

Mayor Hollowell referred the request to the Finance Committee.

APPOINTMENTS

Standing Committees:

Finance Committee- Ward I Vacancy, Rick Huber, Kathy Wilcox, and Roxanna Brush

Public Safety Committee- Ken Gardner, Chris Grenz, Kathy Wilcox, and Roxanna Brush

Public Service Committee- Ken Gardner, Chris Grenz, Mathew Regan, and Dwayne Andrews

Human Resource Committee- Ward I Vacancy, Rick Huber, Mathew Regan, and Dwayne Andrews

****** *Councilperson Grenz moved to approve the standing committees as written, seconded by Councilperson Wilcox.*

****** *Councilperson Wilcox moved to amend motion to include herself on the Human Resources Committee, replacing Councilperson Regan and move Councilperson Regan to the Public Safety Committee, replacing herself, seconded by Councilperson Regan, and **passed 6-0.***

****** *The amended main motion **passed unanimously, 6-0.***

Non-Standing Committees:

Airport Commission- Council Member

****** *Councilperson Gardner nominated Councilperson Gardner and **passed unanimously, 6-0.***

Board of Appeals
- Noah Mahan
- Nate Dunning

** *Councilperson Brush moved to approve the appointments as written, seconded by Councilperson Wilcox and **passed unanimously, 6-0.***

Local 600/Labor- Mayor Hollowell

** *Councilperson Wilcox nominated Councilperson Brush, seconded by Councilperson Grenz, and **passed unanimously, 6-0.***

Planning Board-

Designated by County, Appointed by Mayor- George Luther Jr.

City Resident- Taylor Kennedy

City Resident- Leif Ronning

City Resident- Jason Oddy

** *Councilperson Huber moved to approve the appointments as written, seconded by Councilperson Gardner and **passed unanimously, 6-0.***

Urban Renewal Agency Board

City Resident- Dawn Leidholt

** *Councilperson Brush moved to approve the appointments as written, seconded by Councilperson Grenz and **passed unanimously, 6-0.***

Historic Preservation

Designated by County, Appointed by Mayor- Doug Melton

** *Councilperson Grenz moved to approve the appointments as written, seconded by Councilperson Gardner and **passed unanimously, 6-0.***

Zoning Commission

- Amber Trenka

- Leif Ronning

** *Councilperson Gardner moved to approve the appointments as written, seconded by Councilperson Brush and **passed unanimously, 6-0.***

Solid Waste Board- Council Member

** *Councilperson Grenz nominated Councilperson Grenz and **passed unanimously, 6-0.***

Economic Development- Council Member

**** Councilperson Regan nominated Councilperson Regan and passed unanimously, 6-0.**

CCMC Flood Control & PPI Committee- Council Member

**** Councilperson Gardner nominated Councilperson Gardner**

**** Councilperson Brush nominated Councilperson Huber, seconded by Councilperson Grenz.**

Nominations were closed.

**** Mayor Hollowell took a straw poll vote on the nomination of Rick Huber and passed unanimously, 6-0.**

STAFF REPORTS

Councilperson Wilcox thanked the staff that had submitted their staff reports.

Julie Emmons, SEMDC, requested verification on match fund availability. She noted that the grant does take matching funds into consideration when awarding grants, but also that a match is not required. She stated that a fifty percent match would be \$179,235, but even a twenty five percent match is better than nothing. She also inquired as to whether or not the City would need an extension on the growth policy update, to which Mayor Hollowell said yes.

Mayor Hollowell referred the grant match funding request to Finance.

VACANCY INTERVIEWS

Tammy Davies and Pamela Bovee were both interviewed.

**** Councilperson Huber nominated Tammy Davies for the vacant Ward I Council Seat. There was no second. The motion failed.**

**** Councilperson Brush nominated Pamela Bovee for the vacant Ward I Council Seat, seconded by Councilperson Wilcox, and passed, 5-1 with Councilperson Huber voting no.**

CITY COUNCIL COMMENTS

Councilperson Grenz addressed the following to Chief Stevens:

1. He had heard rumor that the ladder truck was out driving with kids on it when an emergency call came in. Chief Stevens informed him that they have not had a ladder truck for over a year and a half. Grenz corrected himself and said it must've been the new fire truck. Chief Stevens said it is not in commission yet and asked when this rumor was supposed to have taken place.
2. He wanted to clarify that he heard Chief Stevens correctly that the fire department roof had been leaking for twenty years. Chief Stevens stated it was closer to thirty years.
3. Does the ambulance go out of state? Chief Stevens said that it used to a long time ago, but they have not done that because they do not get reimbursed for those trips. He did clarify that if it were a life or death urgent situation he would make the trip.
4. Can you keep track when you refuse transfers? Chief Stevens informed him that it is tracked and is also in his staff report in the Council packet. Stevens also clarified that they do not voluntarily refuse transfers. The only reason they turn down transfers is when they do not have enough staff to do so.

Councilperson Grenz then explained that he had met with the County regarding leasing the land next to the Rural Fire Department. Then it was discussed that a trade be made; that land for the triangle piece of property behind the court house. He stated we should move forward with that if the County is still in. He asked if any TSEP grants have been applied for. He stated that he talked to County Commissioner Strouf about a Human Resources meeting regarding a joint City/County Planner position. He asked what a contractor needed to do to work for the City. Director Gray responded that the contractor would need to be bonded, insured, licensed, and give quotes or go through the bidding process if necessary. Grenz then addressed Captain Baker. He stated that a police officer that was coming off of shift used to go to the home of the officer coming on shift to pick them up, then drive the departing officer home and take the car from there. He asked if we did that again, would it cut fuel costs? Captain Baker stated that it would not because officers do not get take home cars.

Councilperson Brush inquired about a cottonwood tree that is in the river with its roots exposed.

Councilperson Wilcox gave kudos to the streets crew for notifying residents when they would be early in an area and for getting the whole City plowed.

Councilperson Regan asked if the snow pile on Strevell was our snow storage location. Director Gray confirmed that it is our snow. Regan also asked about the Police signage and a bike rack at the VA building. Captain Baker will have them removed.

MAYOR COMMENTS

None

NEW BUSINESS

A. RESOLUTION NO. 4493 - A RESOLUTION APPROVING THE RECEIPT OF REAL PROPERTY TO BE DONATED TO THE CITY, DESCRIBED AS LOT 25, BLOCK 40, MILWAUKEE PARK ADDITION.

****** *Councilperson Grenz moved to approve the Resolution, seconded by Councilperson Gardner.*

A brief discussion about the location of the property took place.

****** *Councilperson Huber moved to table Resolution 4493 until the next meeting, seconded by Councilperson Gardner.*

The location and contents of the property were further discussed.

****** *Councilperson Wilcox called for question, seconded by Councilperson Brush. On roll call vote, the motion to table Resolution 4493 until the next meeting **passed unanimously, 6-0.***

B. APPROVAL OF DECEMBER CLAIMS

****** *Councilperson Grenz moved to approve December Claims, seconded by Councilperson Brush.*

There was a claims question and answer discussion.

****** *The main motion **passed unanimously, 6-0.***

ADJOURNMENT

****** *Councilperson Grenz moved to adjourn the meeting, seconded by Councilperson Brush and passed unanimously.*

The meeting was adjourned at 7:26p.m.

John Hollowell, Mayor

Mary Rowe, City Clerk

Public Safety Committee Meeting
January 17, 2023

The Public Safety Committee met Tuesday, January 17, 2023, at 4:00 pm via live attendance and Zoom Conferencing in the City Hall Conference Room, 17 S. 8th. Present were Committee Members Roxanna Brush, Chris Grenz, Mathew Regan, and Ken Gardner. Also present were: Police Chief Doug Colombik, Police Captain Dan Baker, and City Clerk/Recorder Mary Rowe.

Committee Member Brush called the meeting to order.

1. Elect Chairperson

Committee Member Brush called for nominations:

*** Committee Member Gardner nominated Committee Member Grenz, seconded by Committee Member Regan.*

Nominations were closed.

*** Nomination and election passed, 4-0.*

Committee Member Grenz took the chair.

2. Request of Citizens

None

3. Staff Comments

Chief Colombik requested that Public Safety schedule a meeting for February to review a Dispatch policy draft. He explained that Attorney Rice, Mayor Hollowell and Human Resources Officer Wilkins already have it and are reviewing it. There needs to be a policy in place for Dispatch.

4. Committee Member Comments

Committee Member Regan inquired about new police vehicles and where the City is at with the grant. It was disclosed that it is on the upcoming Finance Agenda.

Committee Member Gardner asked when 911 would be moving to the Police Department. Chief Colombik stated that there are currently no plans in place to move 911.

5. Update on Fire Department Building

Chief Stevens was unable to attend

6. Update on Police Department Building

Captain Baker handed out a checklist of items, in no particular order, for what has been known as Phase II of the Police Department Remodel. He went over a few of the main items on the list such as insulation, privacy, parking lot, and drainage issues.

Committee Member Grenz asked if they were utilizing the rental space in the building. He also suggested that City Court move over to the Police Department and that Chief Colombik contact the state for remodeling funds.

Captain Baker and Chief Colombik explained that there could be safety and security issues with renting the space and that it is not cost effective to put a lot of money into remodeling

for rentals. It was also stated that having law enforcement agencies would be ideal if there were a cost benefit. It was also requested that a maintenance person be hired for the building and ground maintenance. They would need an operating budget and a maintenance plan for these requests.

Committee Member Regan suggested looking into a centralized maintenance person for building and ground maintenance of the Police Department, Fire Department, City Hall, etc.

7. **Adjournment**

****** *Committee Member Brush moved to adjourn the meeting, seconded by Committee Member Regan and passed unanimously, 4-0.*

The meeting was adjourned at 4:33 p.m.

Chairperson Chris Grenz

Clerk/Recorder Mary Rowe

Finance Committee Meeting

January 17, 2023

The Finance Committee met Tuesday, January 17, 2023 at 4:30 p.m. in the Miles City, City Hall Conference Room and online at zoom.us. Present were Committee Members Pamela Bovee, Kathy Wilcox, and Roxanna Brush. Committee Member Rick Huber arrived at 4:42pm

Also present were Council Member Chris Grenz, Police Chief Doug Colombik, Police Captain Dan Baker, and City Clerk/Recorder Mary Rowe.

Committee Member Brush called the meeting to order.

1. Elect Chairperson

****** *Committee Member Wilcox moved to nominate Committee Member Brush, seconded by Committee Member Bovee.*

Nominations were closed.

****** *Nomination and election passed, 3-0.*

2. Request of Citizens and Public Comment

None

3. Review and Recommend Taking Over Reservations and Power Bill for the Picnic Shelter at Spotted Eagle.

Tyler Trogden and Ramon Dyba, Walleyes Unlimited, explained that there is a storage shed and picnic shelter all on one meter that are equipped with timed lights and motion sensors. The shelter also has a 220-outlet wired in for food trucks or other similar needs. There is a lockbox to control all lights and power. They will provide the physical address for the Montana-Dakota Utilities (MDU) bill to be switched over to the City if approved.

Committee Chair Brush suggested an additional charge be put in place for the additional electricity from the 220-outlet, which will need to be added to the fee schedule already in place.

****** *Committee Member Wilcox moved to recommend taking over reservations and power bill for the picnic shelter at Spotted Eagle under direction of the Public Works Director, seconded by Committee Member Huber and passed unanimously, 4-0.*

4. Review and Recommend Coal Board Grant Match Funds for Six New Police Vehicles.

Clerk Rowe handed out a budget versus actual expense report. She pointed out that there is \$10,000 available in the Police Department Capital Improvement Fund. It was also noted that

the current actual Police Department expenses did not include the shop charges from October through December yet.

Committee Member Huber asked if the grant request could still be changed to purchase three Police vehicles. Yes.

Councilperson Grenz asked why the City had taken out loans for the Fire Department, but could not do the same for the Police Department. Clerk Rowe explained that both Fire and Police do have active loans.

Captain Baker said that according to Julie Emmons a fifty percent match would be \$179,235. He added that if the grant is not awarded then maybe the leasing option should be reconsidered.

Committee Member Wilcox stated that there is \$10,000 in the Capital Improvement account and asked if an additional \$8,000 could come out of the Police budgeted expense lines.

The Committee and Chief Colombik reviewed the expense budget line by line and decided to allocate \$2,000 from object code 210, \$500 from object code 214, \$5,000 from object code 231, and \$500 from object code 344 towards grant matching funds, for a total of \$8,000.

****** *Committee Member Wilcox moved to recommend allocating \$18,000 towards Coal Board grant match funds for new Police vehicles, seconded by Committee Member Huber and passed unanimously, 4-0.*

5. Adjournment

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

The meeting was adjourned at 5:19p.m.

Roxanna Brush, Chairperson

Mary Rowe, Clerk/Recorder

Staff Reports

Building Department Staff Report

1/18/2023

The month of December was a slow month with the building department only issuing two building permits for the month. With the cold and snow through the month not many projects were able to be started.

The building department has been contacted by a few developers that are bidding on projects within the city of Miles City and will be working with the building department to possibly acquire the approval to begin their project. One Health is working with the building department to begin the remodel of the Miligan building on main street for a new clinic within the city. Hardy Construction has notified the building department of their intent to begin the construction of a cancer center on the north end of the Holy Rosary Clinic which is scheduled to begin this spring.

The month of January has started out quickly with permits with the coming of warmer weather and contractors wanting to begin projects while the weather is favorable. The building department issued six building permits in the first week of January. Most of these projects are small with the largest project being the remodel at Albertsons.

The building department is still helping home owners with remodel questions as well as proper fence placement on their properties.

With material prices coming down and in the warmer months we hope to see more projects getting started this spring.



MILES CITY POLICE DEPARTMENT
Doug Colombik, Chief of Police

419 N. 7th Street
Miles City, MT 59301
Phone: (406) 232-3411
Fax: (406) 234-4270

To: City Council

From: Chief Colombik

Ref: Monthly Council Report

Please see below the January 2022 monthly council report:

For the period of January 9th thru January 15th, 2023, the MCPD investigated the following cases:

- One Trespass
- One Traffic complaint
- One theft
- One suspicious person
- One suicidal person
- One safety hazard
- One found property
- Two persons with a gun
- Two parking violations
- One medical call
- Four child pornography
- One child abuse
- One burglary
- One agency assist
- Two assaults

South Eastern Montana Dispatch received 806 calls for service during this time. **For 2022, there was a total of 12,929 calls for service (CFS) with a monthly average of 1,077.**

MILES CITY POLICE DEPARTMENT

Doug Colombik, Chief of Police

2022: 12,929 calls for service

2021: 12,792 calls for service

2020: 7,388 calls for service

2019: 10,447 calls for service

2018: 10,128 calls for service

2017: 9,646 calls for service

2016: 9,800 calls for service

2015: 11,600 calls for service

2014: 11,000 calls for service

Felony case work: These cases may involve multiple victims, suspects and require multiple search warrants and investigative subpoenas to complete the case file for prosecution review.

2011: 57

2012: 83

2013: 67

2014: 84

2015: 111

2016: 110

2017: 160

2018: 170

2019: 105

2020: 113

2021: 69 including 37 sex crime investigations (an all-time high for these types of crimes).

111 Domestic Disturbances also in 2021.

2022: 105 including 42 sex crime investigations.

****These sex crime investigations involving cell phones are taking up enormous amounts of time due to the technology issues and search warrants required for Facebook, Instagram, Snap Chat apps. Investigators are currently working on a multi child porn case which has already taken over 100 hours of time that is not close to being done.**

Unfinished Business

RESOLUTION NO. 4493

A RESOLUTION APPROVING THE RECEIPT OF REAL PROPERTY TO BE DONATED TO THE CITY, DESCRIBED AS LOT 25, BLOCK 40, MILWAUKEE PARK ADDITION.

WHEREAS, the City of Miles City has been contacted regarding the receipt of real property, being generously donated to the City by Sandra Casey, Bruce Hayes, and Leland Hayes, said property being described as Lot 25, Block 40, Milwaukee Park Addition to the City of Miles City;

AND WHEREAS, the City finds that receipt of said donation is in the best interest of the City, and that the City should accept the same;

NOW THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA AS FOLLOWS:

1. The City of Miles City hereby approves the receipt of the real property identified herein, to be transferred as a donation to the City by Quitclaim Deed, in the form attached hereto as Exhibit "A".

SAID RESOLUTION FINALLY PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA, THIS 24TH DAY OF JANUARY, 2023.

John Hollowell, Mayor

ATTEST:

Mary Rowe, City Clerk

After recording, return to:
Steven J. Shapiro, P.C.
Attorney at Law
9 Friendship Lane, #100
Montana City, MT 59634
(406) 449-1200

QUITCLAIM DEED

For value received, the GRANTORS,

Sandra Sue Casey, of 1015 Highland Street, Helena, Montana 59601; and
Bruce C. Hayes, of 973 MT Highway 2, Whitehall, MT 59759; and
Leland M. Hayes, of 1930 Winne Ave., Helena, Montana 59601,
mailing address P.O. Box 5791, Helena, Montana 59604;

do hereby convey, release, remise and forever quitclaim unto the GRANTEE, the City of Miles City, a city organized under the Laws of the State of Montana, of 17 S. Eighth Street, P.O. Box 910, Miles City, Montana, 59301,

A tract of real property in the City of Miles City, Custer County, State of Montana, designated as:

Lot 25, in Block 40 of the Milwaukee Park Addition to the City of Miles City, Custer County, Montana, according to the official plat and survey thereof now on file and of record in the office of the Custer County Clerk and Recorder.

*Reference: Doc. No. 155075, Rec. 09.13.2012; Doc. No. 155076, Rec. 09.13.2012;
Doc. 171944, Rec. 02.19.2019; Section 28, T 8 N, R 47 E.
Geocode 14-1740-28-3-28-01-0000 Assessment Code 000RMS2883*

to be used for the general support, maintenance, or improvement of the City of Miles City, as provided in Sections 7-8-103 and 7-8-104, MCA;

TO HAVE AND TO HOLD the said premises, with its appurtenances unto the said Grantee.

DATED January _____, 2023.

Leland M. Hayes

STATE OF MONTANA)
) ss.
County of Jefferson)

On January _____, 2023, before me, a Notary Public for the State of Montana personally appeared LELAND M. HAYES, known to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that he executed the same. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year hereinabove first written.

(NOTARIAL SEAL)

Steven J. Shapiro
Notary Public for the State of Montana
Residing at Clancy, Montana
My Commission expires: 1/29/2024.

DATED January _____, 2023.

Sandra Sue Casey

STATE OF MONTANA)
) ss.
County of _____)

On January _____, 2023, before me, a Notary Public for the State of Montana personally appeared SANDRA SUE CASEY,, known to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that she executed the same. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year hereinabove first written.

(NOTARIAL SEAL)

Notary Public for the State of Montana
Residing at _____, Montana
My Commission expires: _____

DATED January _____, 2023.

Bruce C. Hayes

STATE OF MONTANA)
) ss.
County of _____)

On January _____, 2023, before me, a Notary Public for the State of Montana personally appeared BRUCE C. HAYES, known to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that he executed the same. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year hereinabove first written.

Notary Public for the State of Montana
Residing at _____, Montana
My Commission expires: _____

(NOTARIAL SEAL)