

MEETING MINUTES
CITY OF EAST HELENA
CITY HALL – 306 EAST MAIN – ROOM 110
SPECIAL COUNCIL MEETING: 5:30 PM
DATE: MONDAY, JULY 12, 2021
INTERNET ZOOM MEETING: <https://zoom.us/j/8976327748>
CONFERENCE CALL-IN: 1-301-715-8592 MEETING ID: 897 632 7748

MEETING CALLED TO ORDER: Mayor Schell called the meeting to order at 5:30 PM. Councilmember Leland led the Pledge of Allegiance. Masks and physical distancing were recommended for those in attendance at City Hall.

CITY STAFF & OFFICIALS PRESENT: Councilmember Don Dahl, Councilmember Judy Leland, Councilmember Kelly Harris, Councilmember Wesley Feist, Public Works Director Kevin Ore, Mayor James Schell, Fire Chief Troy Maness (via Zoom), and Clerk/Treasurer Amy Thorngren

PUBLIC PRESENT: Dave Jensen

ABSENT/EXCUSED: City Attorney Pete Elverum

PUBLIC COMMENTS: There was no public comment on non-agenda items.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS:

1. **Budget Introduction and Timeline** – The current organizational chart and list of who was responsible for each part of the budget was in the council packet. Mayor Schell reported that the FY22 budget was due September 9, 2021 and reviewed the timing of last year’s budget meetings. There was no public comment. This was an information-only item.
2. **Review of Capital Improvements Plan Spreadsheet** – The spreadsheet was in the council packet. The Mayor and City Council members went over projects identified in the capital improvements plan line by line with Public Works Director Ore. There was no public comment. This was an information-only item.
3. **Review of Councilmember Budget Recommendations and Interests** – Council discussed improvements to roads and streets; analyzing police department pay structure and making department head positions salaried; putting more attention on vehicles, particularly the garbage truck; and adding crosswalks. There was no public comment. This was an information-only item.
4. **Review of FY21 Revenues** – A report of all funds received in FY21 was in the council packet. Each revenue account was reviewed. There was no public comment. This was an information-only item.
5. **Review of City of East Helena Long Term Debt (FY22)** – The updated long-term debt spreadsheet was in the council packet. Clerk/Treasurer Thorngren gave an overview of its contents. A loan coverage analysis will accompany this report going forward. There was no public comment. This was an information-only item.
6. **Schedule Upcoming Budget Meetings** – No additional budget meetings were scheduled at this time. This was an information-only item.

MEETING SCHEDULE:

1. East Helena Zoning Commission Meeting, Thursday, July 15, 2021, 6PM, City Hall Room 110
2. East Helena Special Council Meeting, Tuesday, July 20, 2021, 5:30PM, City Hall Room 110
3. East Helena Council Meeting, Tuesday, July 20, 2021, 7PM, City Hall Room 110
4. East Helena Special Council Meeting, Monday, July 26, 2021, 5:30PM, City Hall Room 110

5. East Helena Council Meeting, Tuesday, August 3, 2021, 7PM, City Hall Room 110

ADJOURNMENT: Mayor Schell adjourned the meeting at 7:09 PM.

ATTEST:

Clerk/Treasurer

Mayor