

**MEETING MINUTES**  
**CITY OF EAST HELENA**  
**CITY HALL – 306 EAST MAIN – ROOM 110**  
**SPECIAL COUNCIL MEETING: 5:30 PM**  
**DATE: TUESDAY, AUGUST 10, 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 5:31 PM. Councilmember Feist led the Pledge of Allegiance. Masks and physical distancing were recommended for those in attendance at City Hall.

**CITY OFFICIALS & STAFF PRESENT:** Councilmember Don Dahl, Councilmember Judy Leland, Councilmember Kelly Harris, Councilmember Wesley Feist, Public Works Director Kevin Ore, Mayor James Schell, City Attorney Pete Elverum and Clerk/Treasurer Amy Thorngren

**PUBLIC PRESENT:** Dave Jensen

**ABSENT/EXCUSED:** Fire Chief Troy Maness

**PUBLIC COMMENTS:** Dave Jensen stated that he didn't have enough information to provide public comment at that time and would reserve his right to provide public comment at a later date. There was no public comment on non-agenda items.

**UNFINISHED BUSINESS:**

1. **Budget Introduction and Timeline** – The timeline was in the council packet. Mayor Schell summarized what had been presented to date. There was no public comment. This was an information-only item.
2. **Review of Open Budget Questions** – A list of open budget questions was in the council packet. Mayor Schell reviewed each. Council added the mayoral salary and cost-of-living adjustment to the list. Public Works Director Ore discussed updates to the Public Works budget and the water system improvements budget which were in the council packet along with the updated loan coverage calculator. Dave Jensen commented that the engineers' errors and omissions insurance should cover issues missed during the water system improvements preliminary engineering. This was an information-only item.
3. **Review of Executive Budget** – Mayor Schell discussed the updated executive budget that was in the council packet. Past resolutions and minutes related to the salary of the mayor were also in the council packet. Mayor Schell explained that the salary budgeted for FY22 reflected 6 months of the current salary and 6 months of the salary that it would revert back to after December 31, 2021. There was no public comment. This was an information-only item.
4. **Review of Capital Improvements Fund** – The updated spreadsheet was in the council packet. Clerk/Treasurer Amy Thorngren reported that it included her proposal for funds to replace aging office equipment and funds proposed by Fire Chief Maness for a new fire truck. There was no public comment. This was an information-only item.

**NEW BUSINESS:**

1. **Review of FY22 Estimated Revenue** – The estimated revenues for all funds was included in the council packet. Clerk/Treasurer Amy Thorngren reviewed each and reported that the certified taxable value used for calculating the mill value was awaited from the state. Dave Jensen asked whether the council packet had been posted on the website. Mayor Schell confirmed that it had. This was an information-only item.

2. **Review of and Schedule Upcoming Budget Meetings** – No additional meetings were scheduled. This was an information-only item.

**MEETING SCHEDULE:**

1. East Helena Special Meeting, Wednesday, August 11, 2021, 5:30PM, Fire Station Tour, 4 East Main Street
2. East Helena Special Council Meeting, Monday, August 16, 2021, 5:30PM, City Hall Room 110
3. East Helena Public Hearing & Council Meeting, Tuesday, August 17, 2021, 7PM, City Hall Room 110 {Zoning Variance Request 2820 Ashley Avenue}
4. East Helena Special Meeting, Tuesday, August 24, 2021, 5:30PM, Kennedy Park Tour, 402 N. Harrison Ave
5. East Helena Special Council Meeting, Tuesday, August 24, 2021, 6:30PM, City Hall Room 110 {Pacific Street Improvements Meeting}
6. East Helena Special Council Meeting, Monday, August 30, 2021, 5:30PM, City Hall Room 110

**ADJOURNMENT:** Mayor Schell adjourned the meeting at 7:45 PM.

ATTEST:

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Clerk/Treasurer

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Mayor